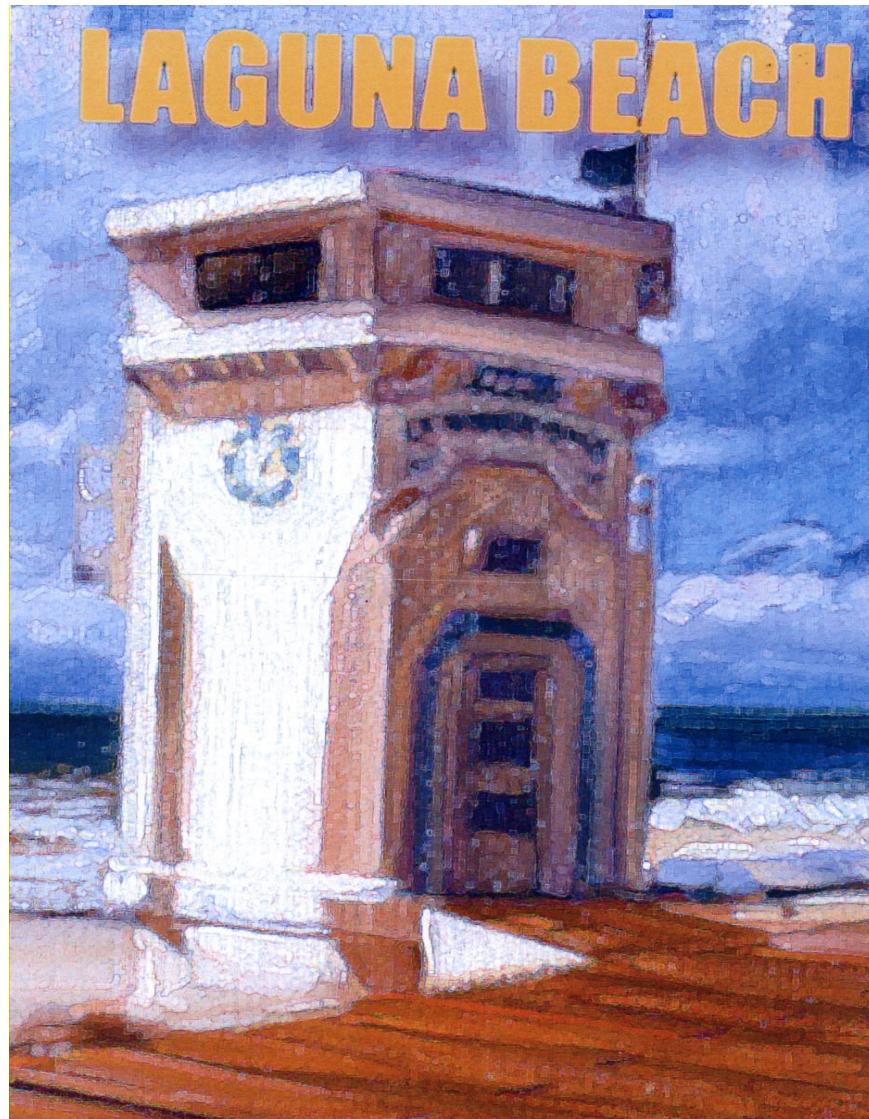


# City of Laguna Beach California



## Adopted Budget *Fiscal Year 2011-12*

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# City of Laguna Beach

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## ELECTED OFFICIALS

**MAYOR**

**TONI ISEMAN**

**MAYOR PRO TEM**

**JANE EGLY**

**COUNCILMEMBER**

**KELLY BOYD**

**COUNCILMEMBER**

**ELIZABETH PEARSON**

**COUNCILMEMBER**

**VERNA ROLLINGER**

**CITY CLERK**

**MARTHA ANDERSON**

**CITY TREASURER**

**LAURA PARISI**

## Administration

City Manager

John Pietig

Assistant City Manager

Vacant

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

Paul Workman

Fire Chief

Kris Head

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 2011-12 was adopted by Resolution 11.055 by the City Council on June 21, 2011.

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 29, 2011. 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 29, 2011 and the preparation of this Budget Transmittal, numerous modifications have been made to the Proposed Budget. These modifications are shown on pages v-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. 169-208) 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 2011-12**  
**PRELIMINARY BUDGET**  
**AS ADOPTED BY THE CITY COUNCIL ON JUNE 21, 2011**

1. Appropriate \$60,000 for a legislative lobbyist to pursue federal grant funding to supplement or provide new funding for City projects.
2. Appropriate \$5,000 for specialized Brown Act Training.
3. Appropriate \$10,000 to update the National League of Cities customer service survey.
4. Appropriate \$6,700 and matching revenues for a State CalRecycle Grant.
5. Appropriate \$30,000 for a Hazard Mitigation Plan for FEMA.
6. Transfer \$46,200 from part-time salaries and \$10,800 from full-time salaries to the contractual services account in the Community Development Department for contract zoning review services.
7. Correct an overstatement in the Water Quality General Fund salary budget of \$10,200.
8. Transfer \$4,000 from training, travel and dues in the City Manager's department to non-department for the Flood Mitigation Task Force mailer
9. Reduce training, travel and dues in the City Manager's department by \$4,500.
10. Reprogram \$300,000 originally set aside for Sun Valley Debris Basin toward the Pedestrian Pathways and Complete Street Projects. Staff will seek recovery of costs for the Sun Valley Debris Basin from the Disaster Relief Fund.
11. Eliminate the \$100,000 in the Parking Fund for the Glenneyre Parking Structure Vacancy display and reprogram the \$100,000 in the Parking Fund to a comprehensive parking management plan.
12. Appropriate \$8,700 in the Transit Fund for the Senior Transportation Outreach Program.
13. Increase revenues by \$450,000 to reflect a State grant and augment appropriations by the same amount for the Rockledge Lift Station in the Sewer Fund.



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## MEMORANDUM

**DATE:** April 29, 2011

**TO:** City Council

**FROM:** John Pietig, City Manager

**SUBJECT: TRANSMITTAL OF THE 2011-2012 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 2011-12 is hereby presented. A public workshop and hearing concerning the budget is scheduled for 3:00 p.m. on Tuesday, May 17. A second public forum will be held on Tuesday, June 21; it is anticipated that the Council will adopt the budget at that session.

### **I. GENERAL FINANCIAL OUTLOOK**

The economy is still suffering from the recession. The Federal Government appears to have narrowly averted a partial shutdown and the stock market is in a constant state of flux as it reacts to various events around the world.

The State is still suffering under historic deficits. There is much speculation about the strength of the housing market and the State jobless rate continues to remain close to a postwar record high of over 12%<sup>1</sup>. As the State struggles with balancing its budget, cities are waiting to see how they may be impacted. For example, a state grant for police funding of \$100,000 a year is in jeopardy and cities may have to pay more to book prisoners into County facilities. The City does not have a redevelopment agency so there are no impacts to Laguna Beach from the discussions to eliminate or restructure redevelopment agencies. It may be necessary to revisit the City budget after the State has taken action to adopt a budget.

The City of Laguna Beach is in a better financial position than most cities in California. The City has reduced salary and benefit costs by \$840,000 over the last two years and done so without layoffs or significant reductions in services. The Council has also established prudent reserves. The proposed budget includes almost no funding for the replacement of capital equipment which is not sustainable as a long-term strategy. Despite these actions, the proposed General Fund budget is still operating at an annual deficit of \$718,100 and is balanced through the use of fund balance.

There is some good news locally as minor increases in property tax, sales tax and transient occupancy tax revenues are starting to appear following two years of declines in these important funding sources. Unfortunately, these increases are more than offset by rising gasoline, healthcare and pension costs.

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<sup>1</sup> United States Department of Labor, Bureau of Labor Statistics, unemployment rates as of February 2011.

In order to assist residents and businesses with recovering from the recession and the recent storms, no new fee increases are included in the proposed budget. Previously approved increases for sewer services will continue and are necessary to maintain the system.

Along with many other local governments, the City faces increasing retirement costs. As CalPERS begins to fill the hole left by investment losses from 2008 and 2009, the City's retirement costs are increasing by \$800,000 this year and are expected to increase by another \$745,000 over the next two years. Additional reductions in spending must be implemented over the next three years to balance ongoing revenues with expenses.

## **II. GENERAL FUND REVENUE**

Property taxes are the single largest source of revenue for the City and make up 56% of the total revenue in the General Fund. For the second year, the inflation factor to increase Proposition 13 base year values is below the 2 percent maximum and has been set at .753%. The Orange County Tax Assessor is predicting a modest increase in property taxes in 2011-12, in the plus 1% to minus 1% range. This is better than the preliminary estimate last year which was that local property tax revenue was projected to decrease for the first time since the passage of Prop 13. The City has historically beaten the Assessors estimate and the preliminary budget assumes a 2% increase in property taxes. If property taxes do not increase by at least 2%, additional expenditure reductions will be necessary. Each 1% increase or decrease in the property tax is worth about \$210,000.

The following schedule depicts the last 10 years of property tax receipts to illustrate the variations which have occurred in the secured roll:

<u>Year</u>	<u>Property Taxes</u>	<u>Percent Increase</u>
2011-12 (est)	\$21,435,000	2.0
2010-11 (est.)	\$21,015,000	1.3
2009-10	\$20,758,410	4.3
2008-09	\$19,907,198	7.2
2007-08	\$18,568,831	10.1
2006-07	\$16,860,386	8.6
2005-06	\$15,532,651	11.1
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

Transient lodging taxes are the second most lucrative revenue source for the City and are beginning to show signs of a recovery. In calendar year 2010, the transient occupancy tax was up 2% as compared to 2009; however, this is still down 16% from its peak in 2007-08. The budget projects a 2% increase for FY 2011-12.

Sales Taxes - Consumer spending is also showing some signs of recovery. Sales tax revenues in calendar year 2010 increased 3.4% compared to last year, although still down 19% from its zenith. The proposed budget projects a 2% increase in sales tax revenues.

Community Development revenues are expected to increase by about \$100,000 from the prior year, although they are still \$600,000 below their peak in 2007-08. It has been five years since the City Council approved significant fee increases in Community Development to offset City expenses. Fee increases are not recommended at this time, but it may be necessary to review the fee structure in the next couple of years.

Interest Revenue – Interest revenue is projected to be about \$100,000 less than the FY10-11 budgeted amount.

Overall, for Fiscal Year 2011-12, General Fund revenues are estimated to be up 2% or \$885,200 over the last year for a total of \$44,958,800.

### **III. PAST ACTIONS TO REDUCE GENERAL FUND EXPENSES**

Over the last two years, the City Council has taken many proactive actions to reduce expenses and address the declining economy, the most significant actions are:

- Eliminated the equivalent of 6.4 positions without layoffs and indicated its intent to eliminate three additional positions in the streets division as employees retire or can be transferred to other vacancies when they occur. The City saves about \$840,000 annually due to these actions.
- Refinanced the side fund established for public safety employees in the Public Employee Retirement System saving \$150,000 a year.
- Eliminated most capital equipment funding in the budget and will utilize savings generated by the departments in the current year to purchase replacement equipment at mid-year. The City has historically spent \$750,000 to \$1 million a year to replace worn or damaged equipment. This is not sustainable in the future.
- Used one-time funds to reduce ongoing insurance expenses.
- Pared the allowance for exceptional performance pay by over \$170,000 a year.
- Negotiated with the Municipal Employees Association to forego scheduled salary increases of 10% which management also relinquished.
- Negotiated with the part-time lifeguards to forego a 5% salary increase.
- Negotiated a one year extension to the Police Officers Association agreement without any increase to salary and benefits.

### **IV. PROPOSED GENERAL FUND BUDGET**

The proposed General Fund budget is balanced with revenues and net transfers of \$45,658,800 and expenditures of \$46,376,900, resulting in an operating deficit of \$718,100. In order to balance the budget, it is necessary to use \$718,100 of fund balance. The Recession Smoothing Account and the 10% mandatory reserve remain intact.

The proposed budget has been prepared to reduce expenses wherever possible without significant impacts to existing services. The budget does not include funding for any new services,

including many special items requested by the City Council. A separate memorandum will be prepared regarding requests that could not be accommodated in the budget.

The key changes to the budget are:

- Three street worker positions are formally proposed for elimination in this budget. The personnel in the positions have retired or been transferred to other vacancies. This saves \$255,000 a year.
- The proposed budget includes the reduction of two full-time clerical positions to one-half time positions, one in personnel and one in Community Development, and the reduction of part-time hours in the Finance Department. These changes save \$100,000 a year.
- The proposed budget includes savings of \$50,000 by eliminating one-time funding for retirement incentives.
- Maintenance costs of \$58,000 are included for the new software system in Community Development.
- The winter rains have substantially increased fuel loading on the slopes increasing the danger associated with wildfires. Funding for grazing the slopes has been augmented by \$36,000 to address this condition. As an additional preventive measure, \$28,000 has been restored to the budget to fund the annual City fireworks exhibition which also serves as a deterrent to private fireworks.
- No additional or replacement capital equipment is funded with exception of \$68,000 for the swimming pool improvements which the City jointly operates and maintains with the school district. Nearly \$600,000 of requested capital equipment was excised from the budget. Funding equipment replacements in this manner is not sustainable as a long-term strategy.
- Retirement costs are increasing by \$800,000 due to increased PERS rates to make up for investment losses over the last several years. This is the first of three increases which will add a total of \$1.5 million in annual operating costs to the City.
- Healthcare Insurance costs are expected to increase by \$170,000 next year.
- The cost to provide funding for general liability claims is increasing by \$92,000.
- Gasoline costs are on the rise resulting in the need to add \$73,000 to the budget.
- The Community Development Department applied for a grant last year to revise the Traffic and Circulation element of the General Plan at a cost of \$250,000. The grant was not received and a new funding source has not been identified to update the element.
- The budget includes a \$100,000 COPS grant to supplement police services. If this grant is not received, this amount would need to be excised from the Police Department budget.

The net impact of these changes is that expenditures have increased by \$408,100. Although the budget is balanced, future actions are necessary to manage cost increases and maintain a prudent financial plan for the City.



V. **FUTURE OF THE GENERAL FUND**

The General Fund has a balance of \$1.6 million over the 10% reserve mandate. The \$718,100 deficit will be covered by these funds resulting in about \$884,000 available for contingencies, such as replacing equipment if savings do not materialize; addressing unanticipated expenses thrust upon local government by the State; or other one-time expenses. The \$4 million Recession Smoothing Account remains intact to address future economic impacts.

The table below shows that the annual deficit is forecast to grow to \$2.1 million if expenses are not reduced and revenues do not substantially increase. This forecast does not provide funding for equipment replacement, which will have to continue to be funded as one-time savings are identified.

	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>
<b>Beginning Operating Deficit</b>	<b>(\$718,000)</b>	<b>(\$1,228,000)</b>
Maintenance and Operations (1.5%)	(140,000)	(140,000)
Health Insurance Increase	(180,000)	(180,000)
Expected PERS Increases	<u>(190,000)</u>	<u>(555,000)</u>
<b>Ending Operating Deficit</b>	<b><u>(\$1,228,000)</u></b>	<b><u>(\$2,103,000)</u></b>

VI. **CUMULATIVE STAFFING CHANGES**

If the City Council approves the proposed spending plan, the cumulative personnel changes over the last three years are shown in the table below.

	Full Time Equivalence (FTE)	Salaries and Benefits
<b><u>FY 2009-10</u></b>		
Office Specialist-Public Works	1	\$80,000
Associate Planner-Zoning	1	125,000
Maintenance Worker-Streets	<u>1</u>	<u>80,000</u>
<b>Subtotal</b>	<b>3</b>	<b>\$285,000</b>
<b><u>FY 2010-11</u></b>		
Civilian Investigator-Police	1	\$95,000
Maintenance Worker-Streets	1	80,000
Office Specialist-Zoning	1	80,000
Marine Protection Officer (40%)	<u>0.4</u>	<u>45,000</u>
<b>Subtotal</b>	<b>3.4</b>	<b>\$300,000</b>
<b><u>FY 2011-12</u></b>		
Equipment Operator-Streets	1	\$95,000
Maintenance Worker-Streets	2	160,000
Office Specialist-Personnel	0.5	40,000
Office Specialist-Building Safety	<u>0.5</u>	<u>40,000</u>
<b>Subtotal</b>	<b>4</b>	<b>\$335,000</b>
<b>Total</b>	<b>10.4</b>	<b><u>\$920,000</u></b>

## **VII. LABOR RELATIONS**

The contracts for the Fire and Police associations expire on June 30, 2011. Negotiations are commencing with those groups to discuss measures that can be taken to reduce costs in recognition of the current economic environment. The agreement with the part-time Lifeguard Association expires on June 30, 2012. The City's agreement with the Municipal Employees Association expires June 30, 2013.

## **VIII. DISASTER FUNDING FOR THE DECEMBER 2010 STORM REPAIRS**

The cost to repair City property related to the December Storm is estimated to be \$2 million to \$3 million. It is anticipated much of that cost will be reimbursed by the Federal Emergency Management Agency (FEMA), the California Emergency Management Agency (CalEMA), the Federal Highway Administration, and the City's insurance carrier. However, not all costs will be eligible for reimbursement. There are also a number of storm related claims being filed against the City. To minimize the impact to the General Fund budget, it is recommended that the Council use the repayment from the PERS Side fund loan of \$612,900 to set aside \$300,000 for unreimbursed disaster costs and transfer \$312,900 to insurance reserves for disaster related claims. A reconciliation of costs related to this event will be presented to the Council later this year.

The City also has the Disaster Contingency Fund that could be used to cover some of the expenses; however, its use is limited to reimbursement for expenditures necessary for "... (a) the repair public facilities and (b) the emergency protection of public and private property and lives during natural or manmade disasters..." The resolution establishing the fund also requires that the City Council use its best efforts to replenish the Fund within 36 months, which could be difficult given the existing deficit in the general fund and projected increases in retirement costs.

## **VII. TRANSIT FUND**

Summer transit routes have expanded in the last few years and the proposed budget continues the provision of service to Three Arch Bay. Unfortunately, the costs of providing the service are increasing while past subsidies are disappearing. Laguna's transit subsidy from the State has declined by \$300,000 annually from its peak of \$1.2 million. Unless the Council is prepared to reduce bus service, the Parking Fund will be charged \$881,000 in Fiscal Year 2011-12 to subsidize bus service with the subsidy increasing in future years to replace aging trolleys that cost on average \$300,000 each. The budget also assumes the City will receive \$192,000 in State Transit Assistance which is in jeopardy of being eliminated by the State. The preliminary budget includes the continued leasing of spaces at Mission Hospital Laguna Beach for a fourth year at \$68,000 since that program has been extremely successful. Given the future funding challenges for transit services, staff will prepare a long-term financial forecast to discuss with the City Council during the next year.

## **VIII. PARKING FUND**

Each year, on the average, the Parking Fund nets about \$1 million after all expenses and transfers are considered. This surplus has declined in recent years because the Parking Fund continues to subsidize the transit budget and cover the cost of any expansion in service. In addition to the transfer of \$881,000 to the Transit Fund, the budget includes \$700,000 for the repair of the Gleneyre Parking Structure and \$100,000 for a vacancy display. There is also a transfer of

\$700,000 each year to support the General Fund. By the end of next fiscal year, the Parking Fund will still have a balance of \$4 million.

#### **IX. STREET LIGHTING FUND**

The Street Lighting Fund continues to be adequately financed 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.

#### **X. GAS TAX FUND**

For the next five years, all 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 three years. Receipts from sales taxes will continue to fund about \$700,000 of street repairs and slurry sealing which should maintain the streets in good condition.

#### **XI. 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.

#### **XII. CAPITAL IMPROVEMENT FUND**

Revenues into the Capital Improvement Fund have declined over the past several years, especially hotel taxes and parking fines. While the hotel taxes appear to have stabilized, the City's more compassionate policy on issuing parking citations has also led to revenue declines of \$400,000 compared to just two years ago. Nonetheless, revenues dedicated to capital projects will total \$5 million in Fiscal Year 2011-12. Highlights of upcoming projects include:

- \$1.1 million for the Alta Vista Way Retaining Wall Replacement.
- \$1.7 million for construction of storm drains on Anita Street, Seaview Street, Temple Hills Drive and a new inlet at the bottom of Park Avenue and Wendt Terrace.
- \$600,000 for Broadway (Cliff to Forest) Streetscape Improvements.
- \$400,000 for Agate Street Beach Access Stairway Replacement.
- \$300,000 for a debris basin above Sun Valley; however, it is possible that this project could be funded through the Disaster Relief Fund and this money used for other projects.
- \$450,000 for a transfer to the Sewer fund to supplement the project to replace the 80 year old Main Beach Lift station with a new modern underground facility. The transfer from the Capital Improvement Fund is intended to cover some of the additional costs of undergrounding the lift station for aesthetic and aromatic reasons.

- In the second year of the program, an additional \$400,000 is programmed to supplement funding for permanent repairs to the creek near the animal shelter.
- Also in the second year, \$300,000 is set aside for a possible pedestrian access way to the fire road from the Top of the World neighborhood.

### **XIII. SEWER FUND**

Existing capital projects are being adjusted to free up \$1 million to supplement the budget for replacing the Main Beach lift station. An additional \$450,000 is proposed to be transferred from the Capital Improvement Fund. Augmenting the budget for replacement of the lift station by \$1.45 million will bring the overall budget for the project to \$3.6 million. The additional funding is needed due to the substantial costs associated with undergrounding the lift station at Main Beach.

Over the next five years, the capital improvement plan for the sewage system provides \$6.4 million for improvements to the South Orange County Wastewater Authority (SOCWA) treatment plant of which the City is part owner. This equates to 60% of the sewer capital improvement budget over that period.

Sewer rates are scheduled to increase by 3.5% on July 1, 2011. This is the final year of previously approved rate increases intended to improve the reliability of the sewage system. Staff will be returning later this year with an update of the long-term financial plan for the sewage system. This plan will also explore the possibility of an ongoing subsidy from the Capital Improvement Fund; however, there is concern that such a transfer would cause unacceptable delays in other capital improvement projects.

### **XIV. 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. Funds are currently being collected for the final debt service payment which will be made on August 15, 2011. There will be no tax levy next year.

### **XV. DISASTER RELIEF FUND**

The account raised approximately \$8 million in revenue of which \$2.5 million was expended for costs not eligible for Federal and State disaster funds related to the Bluebird Landslide. The fund continues to earn interest bringing the end of the year balance to just over \$5.8 million. The approval of disaster relief funding from FEMA and other agencies will hopefully avoid the need to tap these funds for expenses related to the December 2010 storms.

### **XVI. INTERNAL SERVICE FUNDS**

The Automotive Replacement Fund provides financing to replace the City's vehicles as they end their useful lives. Next year's budget calls for purchasing thirteen vehicles. The useful life of the vehicles is being prolonged as much as possible to minimize costs. One item that was not included in the budget is the replacement of a fire engine. This request will be reviewed again at mid-year in hopes that \$70,000 will be available to pay for unfunded equipment needed to outfit the engine.

The Insurance Fund collects contributions from each of the departmental budgets for workers compensation, liability coverage, medical insurance, dental insurance, long-term disability insurance, and unemployment compensation and leave payoffs. The allocations to each department are predicated on the incident of cost within those departments, i.e., those departments that have higher expenses are charged a higher premium. In the current year the City Council transferred \$750,000 to help offset increasing claim costs and the budget is recommending an additional \$312,900 for claims related to the December storms. This additional funding has allowed the annual allocations for liability claims to remain stable at \$600,000. Workers compensation costs appear to have stabilized. For that reason, the charge to the departments for workers' compensation remains at \$1.3 million in 2011-12.

Health insurance continues to rise and we are expecting a 15% increase next year. It is still difficult to determine the financial impact of the new healthcare reform but continued increases are expected. The City has no unfunded liability for health insurance.



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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 2011-12*

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

	Estimated Beginning Balance July 1, 2011	Estimated Revenues	Transfers In (Out)	Estimated Expenditures	Estimated Ending Balance June 30, 2012
<b><u>Operating and Capital Project Funds</u></b>					
General	\$6,240,539	\$44,965,500	\$700,000 <sup>2</sup>	\$46,473,900	\$5,432,139 <sup>5</sup>
Open Space	32,294				32,294
Capital Improvement	153,954	5,096,000	(450,000) <sup>3</sup>	4,540,000	259,954
Parking Authority	4,585,912	3,876,000	(1,589,700) <sup>4</sup>	2,842,200	4,030,012
Parking in Lieu	108,455				108,455
Park in Lieu	24,127				24,127
Art in Lieu	112,708				112,708
Drainage	57,214				57,214
Housing in Lieu	664,347				664,347
Gas Tax	115,835	936,000		1,050,000	1,835
Street Lighting	161,914	1,123,700		302,300	983,314
Wastewater	329,974	6,742,000	450,000	7,359,200	162,774
Disaster Relief	5,745,071	100,000			5,845,071
Debt Service	1,609,100			1,609,100	0
Transit	2,000	1,483,000	889,700	2,372,700	2,000
<b>Total</b>	<b>19,943,444</b>	<b>64,322,200</b>	<b>0</b>	<b>66,549,400</b>	<b>17,716,244</b>
<b><u>Internal Service Funds</u></b>					
Insurance	1,879,379	6,254,000	312,900	6,653,900	1,792,379
Vehicle Replacement	1,030,212	1,123,000		997,100	1,156,112
<b>Total</b>	<b>\$2,909,591</b>	<b>\$7,377,000</b>	<b>\$312,900</b>	<b>\$7,651,000</b>	<b>\$2,948,491</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 transfer in of \$700,000 from the Parking Authority Fund, \$612,900 from the principal payment of the Side Fund Loan, a transfer out of \$312,900 to the Insurance Fund and \$300,000 to the December 2010 Storm Reserve.

<sup>3</sup>Includes a transfer out of \$450,000 to the Sewer Fund.

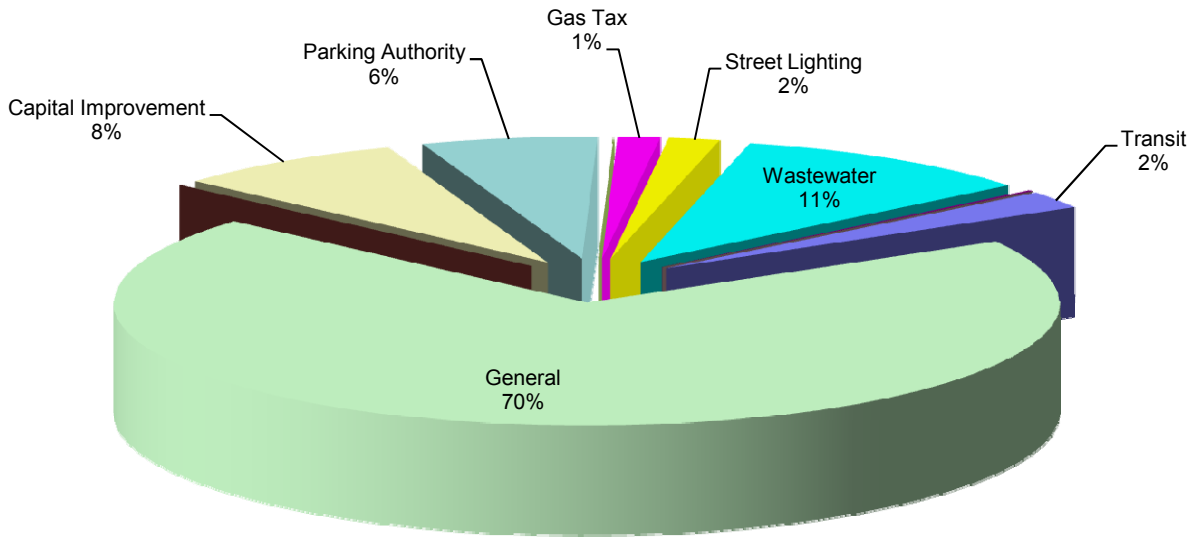
<sup>4</sup>Includes a transfer out of \$700,000 to the General Fund and \$889,700 to the Transit Fund.

<sup>5</sup>The City Council established a Recession Smoothing Account of \$3,960,700 and December 2010 Storm Reserve of \$300,000 all of which is not shown in this fund balance.

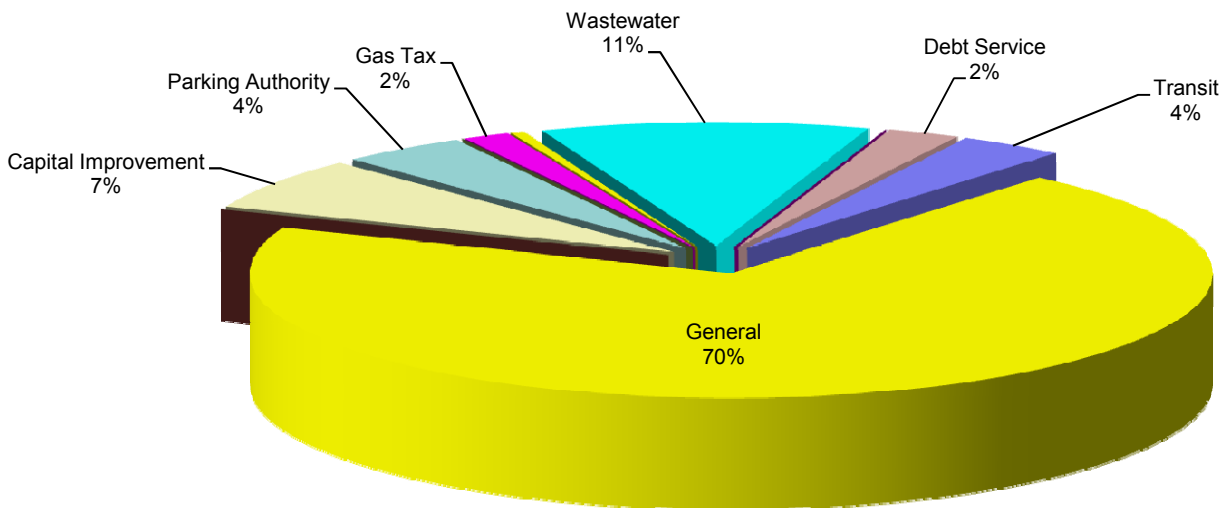
# Sources & Uses of Funds<sup>1</sup>

## 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	Disaster Relief	Debt Service	Transit Fund	Vehicle Repl.	Insurance	
<b>SOURCES OF FUNDS</b>																			
BEGINNING BALANCE: July 1, 2011	19,943,444	6,240,539	32,294	153,954	4,585,912	108,455	24,127	112,708	57,214	664,347	115,835	161,914	329,974	5,745,071	1,609,100	2,000	1,030,212	1,879,379	
Revenues	64,322,200	44,985,500	0	5,096,000	3,876,000	0	0	0	0	0	936,000	1,123,700	6,742,000	100,000	0	1,483,000	1,123,000	6,254,000	
Transfers: In/(Out)	0	700,000	0	(450,000)	(1,589,700)	0	0	0	0	0	0	0	450,000	0	0	889,700	0	312,900	
<b>TOTAL SOURCES OF FUNDS</b>	<b>84,265,644</b>	<b>51,906,039</b>	<b>32,294</b>	<b>4,799,954</b>	<b>6,872,212</b>	<b>108,455</b>	<b>24,127</b>	<b>112,708</b>	<b>57,214</b>	<b>664,347</b>	<b>1,051,835</b>	<b>1,285,614</b>	<b>7,521,974</b>	<b>5,845,071</b>	<b>1,609,100</b>	<b>2,374,700</b>	<b>2,153,212</b>	<b>8,446,279</b>	
<b>USES OF FUNDS</b>																			
City Council (p. 33)	67,900																		
City Manager (p. 34)	715,100																		
City Clerk (p. 36)	306,000																		
City Treasurer (p. 38)	143,500																		
City Attorney (p. 40)	585,000																		
Administrative Services (p. 41)	3,679,200																		
Police (p. 53)	14,023,000																		
Fire (p. 70)	9,685,400																		
Marine Safety (p. 81)	2,395,600																		
Public Works (p. 87)	19,431,100			4,540,000	1,943,600						1,050,000	302,300				2,372,700			
Water Quality (p. 111)	7,729,200												7,359,200						
Community Development (p. 122)	3,697,700																		
Community Services (p. 135)	2,626,000																		
Cultural Arts (p. 147)	1,464,700																		
<b>TOTAL USES OF FUNDS</b>	<b>66,549,400</b>	<b>46,473,900</b>	<b>0</b>	<b>4,540,000</b>	<b>2,842,200</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,050,000</b>	<b>302,300</b>	<b>7,359,200</b>	<b>0</b>	<b>1,609,100</b>	<b>2,372,700</b>	<b>997,100</b>	<b>6,653,900</b>	
<b>ENDING BALANCE: June 30, 2012</b>	<b>17,716,244</b>	<b>5,432,139</b>	<b>32,294</b>	<b>259,954</b>	<b>4,030,012</b>	<b>108,455</b>	<b>24,127</b>	<b>112,708</b>	<b>57,214</b>	<b>664,347</b>	<b>1,835</b>	<b>983,314</b>	<b>162,774</b>	<b>5,845,071</b>	<b>0</b>	<b>2,000</b>	<b>1,156,112</b>	<b>1,792,379</b>	

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

## *Population and Assessed Valuation*

**Population Estimate Year 2010** **22,723**  
**Assessed Valuation Fiscal Year 2010-11** **\$10,215,751,602**

## **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
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
10-11	2	3	.625	12.4	84	41	7.6	54	15	27	6.75	1	254.375
11-12	2	3	.625	12	84	41	7.5	51	15	26.5	6.75	1	250.375

# 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 24</b>

# Revenue Summary

## *Fiscal Year 2011-12*

# All Funds

	Amount	% of Total
<b>General Fund</b>		
Property Tax	\$25,351,000	
Sales Tax	3,955,000	
Transient Occupancy Tax	4,400,000	
Business License Tax	800,000	
Other Taxes	1,090,000	
Licenses & Permits	858,000	
Citations	6,000	
Use of Money & Property	1,333,000	
Revenue from Other Agencies	542,300	
Charges for Current Services	6,320,000	
Reimbursements & Contributions	292,200	
Other Revenue	18,000	
Subtotal General Fund	<b>44,965,500</b>	70.24%
<b>Capital Improvement Fund</b>		
Transient Occupancy Tax	2,800,000	
Parking & Other Fines	1,335,000	
Real Property Transfer Tax	300,000	
Building Construction Tax	180,000	
Other Revenue	481,000	
Subtotal Capital Improvement	<b>5,096,000</b>	7.9%
<b>Parking Authority Fund</b>		
Parking Lots & Meters	3,755,000	
Parking Permits	115,000	
Other Revenue	6,000	
Subtotal Parking Authority Fund	<b>3,876,000</b>	6.0%
<b>Wastewater Fund</b>		
Wastewater Service Charges	6,277,000	
Revenue from Other Agencies	465,000	
Subtotal Wastewater Fund	<b>6,742,000</b>	10.5%

**Revenue Summary**  
*Fiscal Year 2011-12*

**All  
Funds**

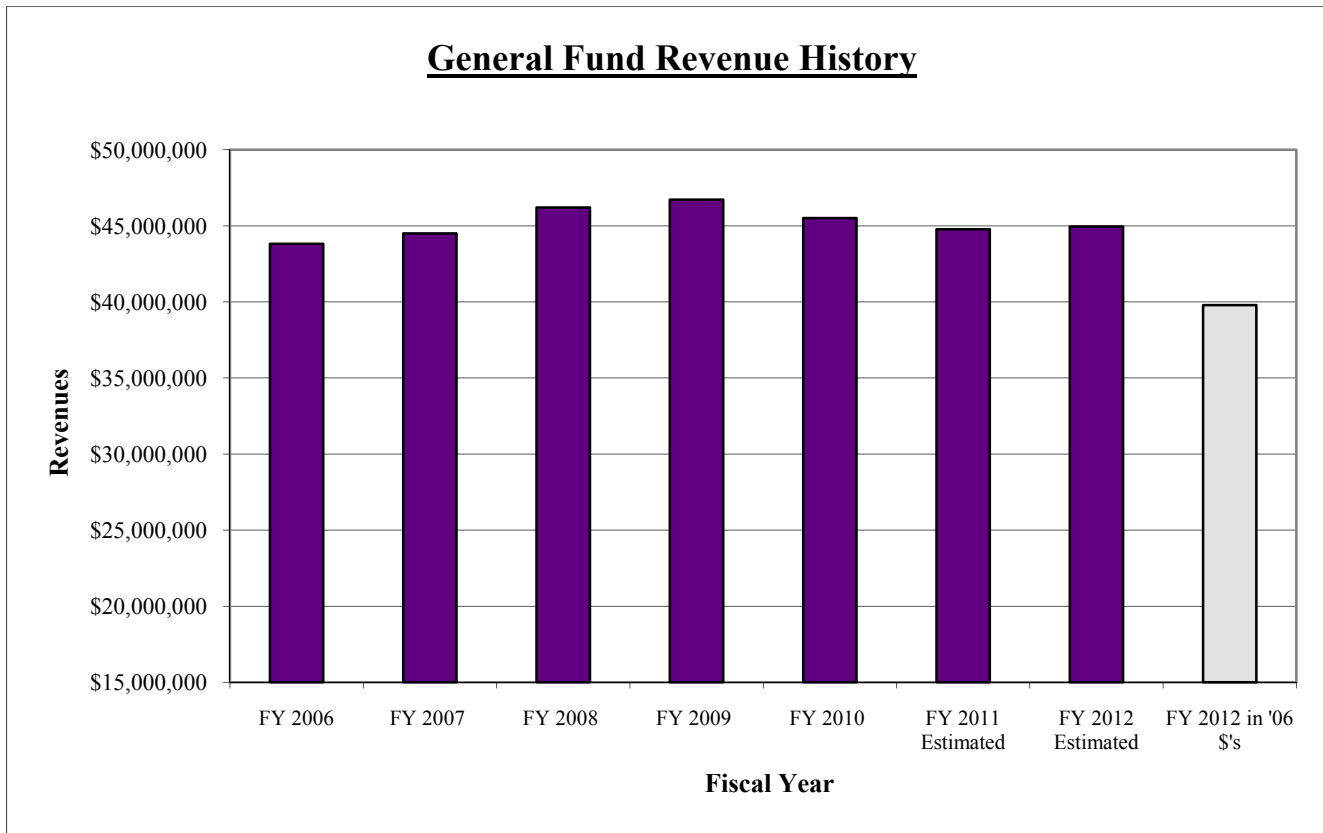
	<u>Amount</u>	<u>% of Total</u>
<b>Transit Fund</b>		
State Grants	980,000	
Bus Fares & Other Income	191,000	
Revenue from Other Agencies	202,000	
Parking Authority Fund Subsidy in Lieu of Tram & Bus Fares	110,000	
Subtotal Transit Fund	<u>1,483,000</u>	2.3%
<b>Gas Tax Fund</b>	<b>936,000</b>	1.5%
<b>Street Lighting Fund</b>	<b>1,123,700</b>	1.7%
<b>Disaster Relief Fund</b>	<b>100,000</b>	0.16%
<b>TOTAL ALL REVENUES</b>	<u><u>\$64,322,200</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.

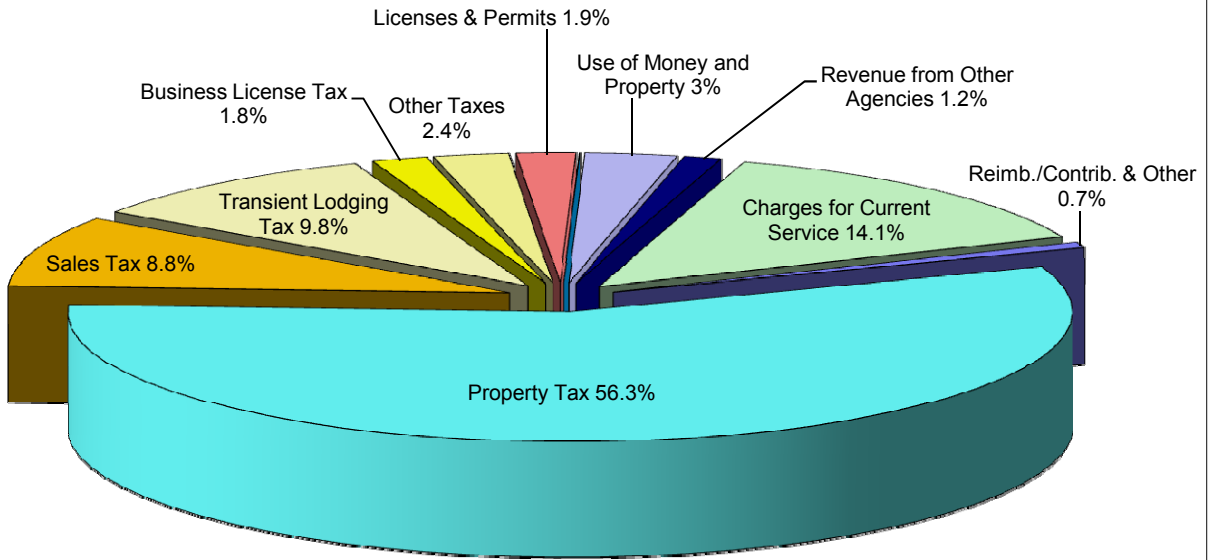
The additional charts on succeeding pages provide a history for significant components of the general fund revenue including property tax, sales tax, transient occupancy tax and investment income.

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 2012 in ’06 \$’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 2012. For example, in looking at the General Fund Revenue History shown immediately below, revenues have grown over three percent since 2006, but when measured in dollars that are adjusted for inflation (the unshaded bar), the *purchasing power* of the revenues in 2012 has actually decreased by about nine percent.

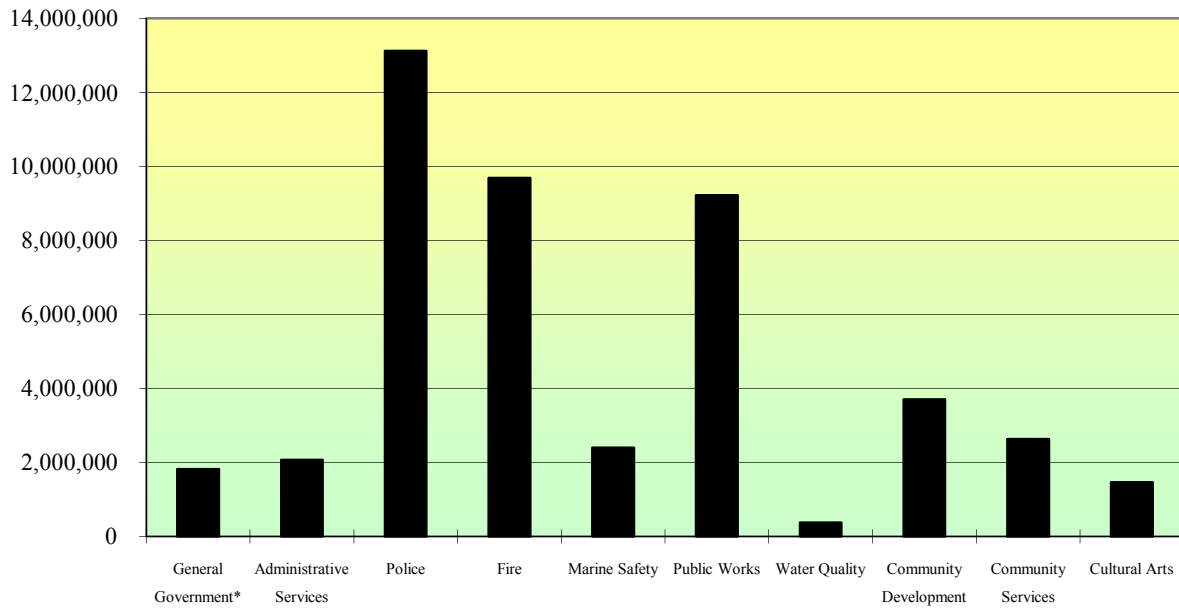




### General Fund Revenue Source

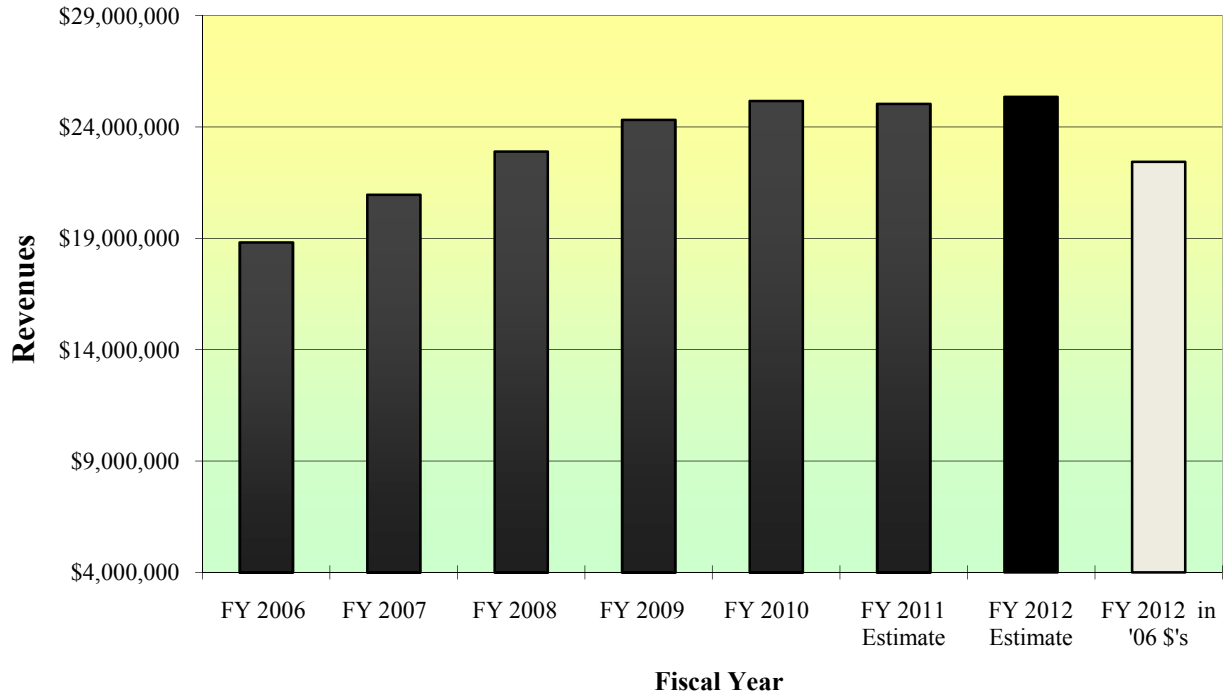


### General Fund Expenditures by Department

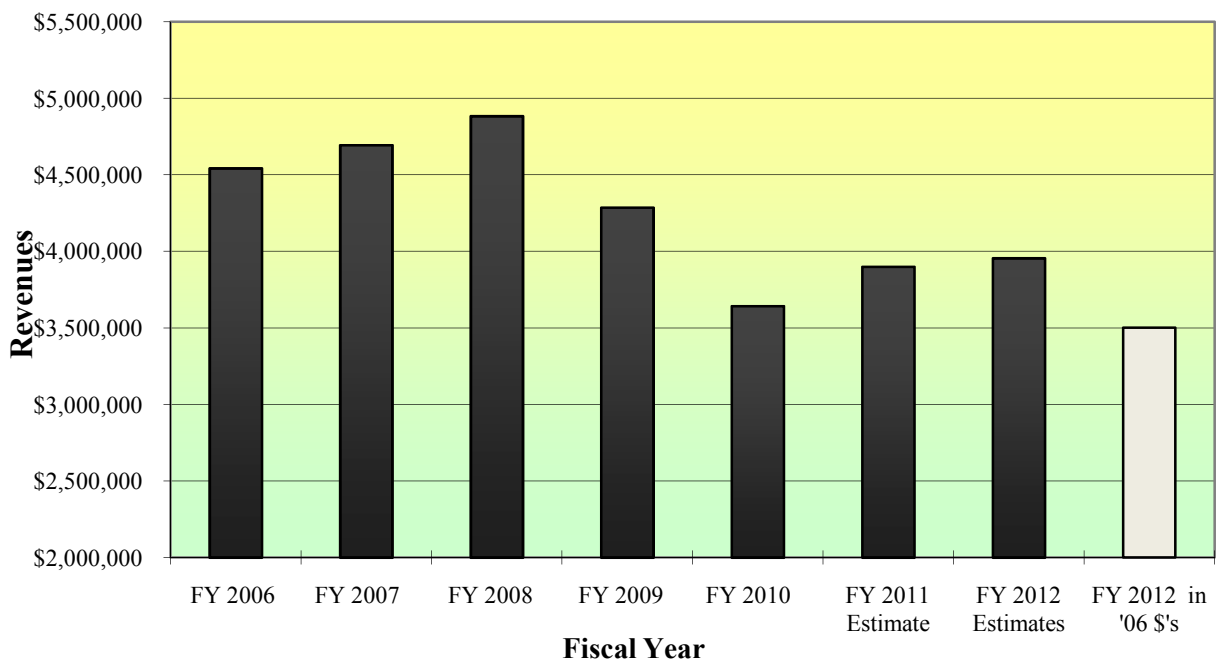


\* Includes City Council, City Manager, City Clerk, City Treasurer and City Attorney.

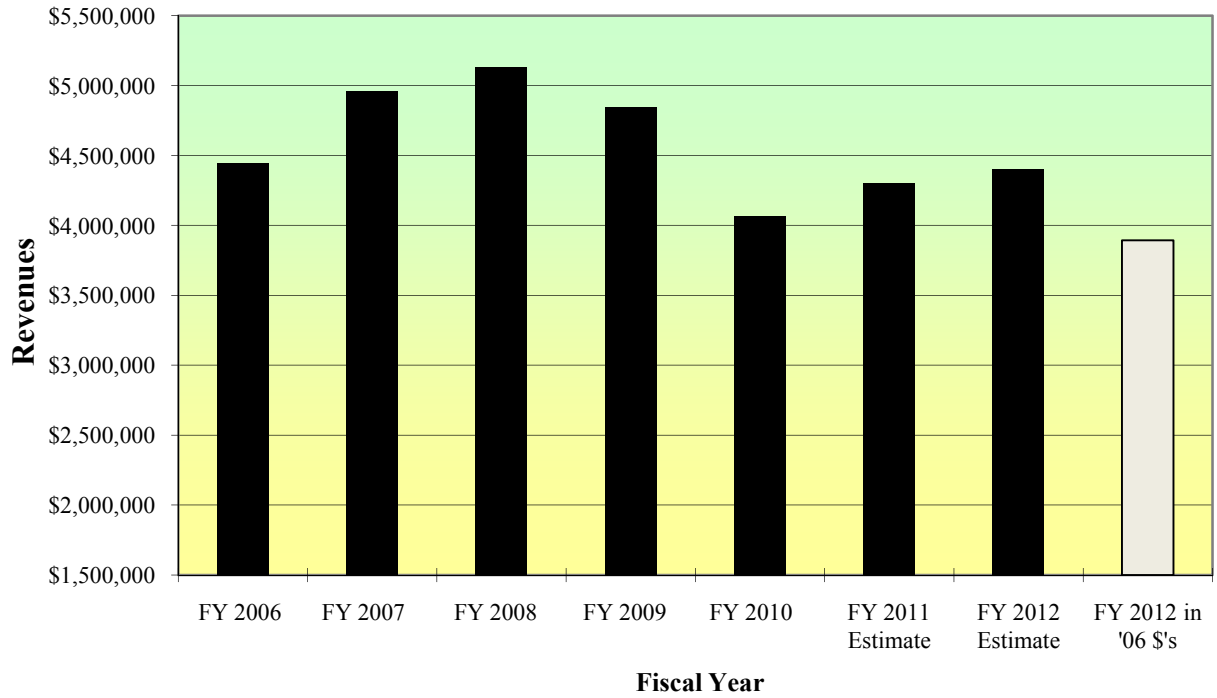
### Property Tax



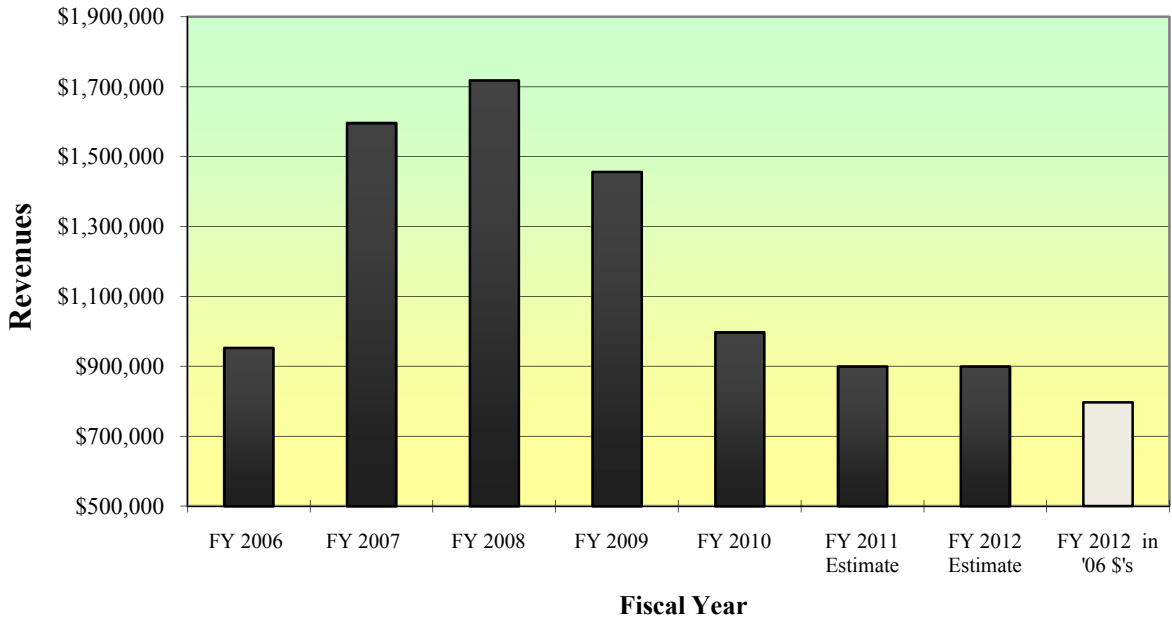
### Sales Tax



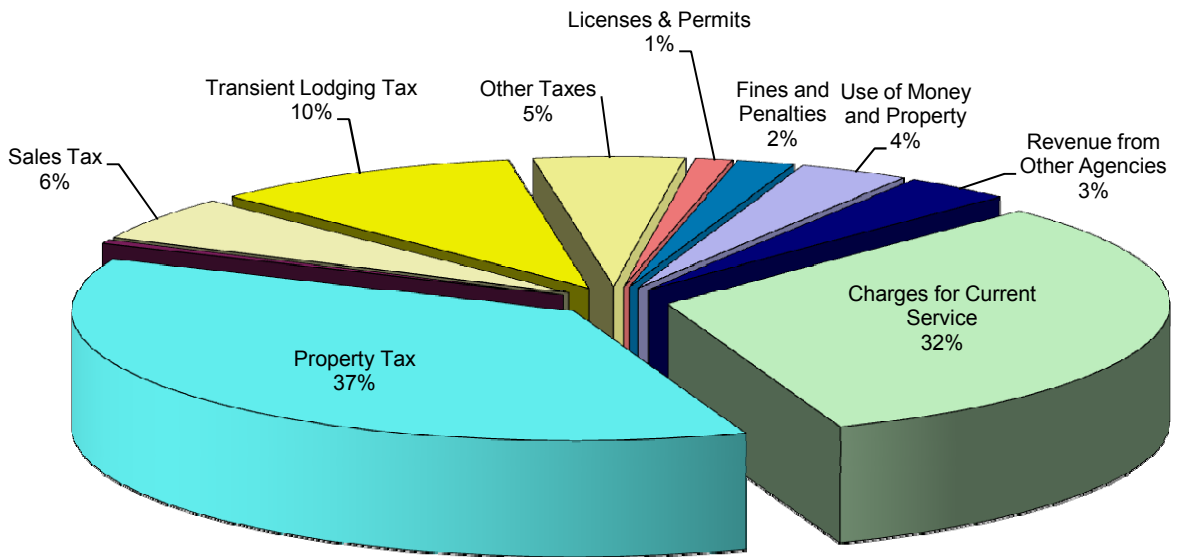
### Transient Occupancy Tax



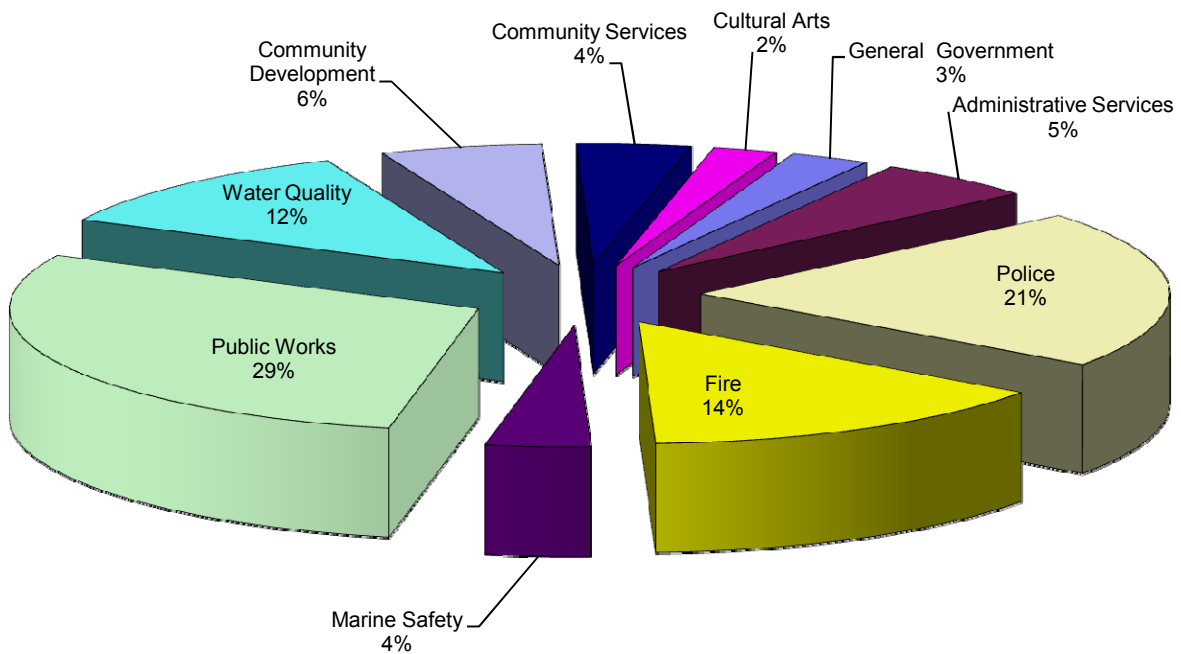
### Investment Income



### All Funds Revenue Source



### All Funds Expenditures by Department



# Revenue Detail

## Fiscal Year 2011-12

**All  
Funds**

Object	Account Title	Actual 2009-10	Adopted Budget 2010-11	Revised Estimate 2010-11	Adopted Budget 2011-12
<b>110 GENERAL FUND</b>					
<b><u>Property Tax</u></b>					
3010	Current Secured	\$20,758,410	\$20,663,000	\$21,015,000	\$21,435,000
3015	Public Utility	176,386	185,000	185,000	185,000
3020	Current Unsecured	906,933	850,000	875,000	875,000
3025	Supplemental Apportionment	251,497	250,000	250,000	250,000
3030	Prior Years	759,823	450,000	450,000	350,000
3040	Other Property Taxes	740	1,000	1,000	1,000
3050	Interest & Penalties - Delinquencies	200,304	125,000	125,000	115,000
3080	In Lieu of VLF	2,119,323	2,140,000	2,140,000	2,140,000
	Subtotal	<u>25,173,416</u>	<u>24,664,000</u>	<u>25,041,000</u>	<u>25,351,000</u>
<b><u>Other Taxes</u></b>					
3101	Sales Tax - General	2,691,077	2,600,000	2,700,000	2,750,000
3103	Sales Tax - Public Safety	254,361	210,000	250,000	255,000
3104	In Lieu of Sales Tax	697,446	840,000	950,000	950,000
3112	Transient Occupancy Tax	4,064,193	4,200,000	4,200,000	4,300,000
3114	TOT-Short Term Lodging		100,000	100,000	100,000
3118	Franchise Tax - Trash	174,975	200,000	170,000	170,000
3119	Franchise Tax - Cable TV	596,931	560,000	590,000	590,000
3120	Franchise Tax - Natural Gas	76,710	130,000	70,000	70,000
3121	Franchise Tax - Electricity	267,728	260,000	260,000	260,000
3135	Business License Tax	857,094	800,000	800,000	800,000
	Subtotal	<u>9,680,515</u>	<u>9,900,000</u>	<u>10,090,000</u>	<u>10,245,000</u>
<b><u>Licenses and Permits</u></b>					
3300	Animal Licenses	69,245	75,000	75,000	75,000
3310	Building Permits	639,633	600,000	600,000	600,000
3313	Plumbing Permits	30,719	30,000	30,000	30,000
3316	Electric Permits	44,899	40,000	40,000	40,000
3319	Mechanical Permits	26,835	25,000	25,000	25,000
3320	Coastal Development Permits	33,494	36,000	36,000	36,000
3328	Public Works Permits	6,107	6,000	6,000	6,000
3335	Grading Permits	1,679	3,000	2,000	2,000
3340	Temporary Use Permits	2,890	3,000	3,000	3,000
3345	Conditional Use Permits	44,771	30,000	20,000	20,000
3350	Encroachment Permits	8,390	6,000	6,000	6,000
3360	Alarm Permits	15,380	15,000	15,000	15,000
	Subtotal	<u>924,042</u>	<u>869,000</u>	<u>858,000</u>	<u>858,000</u>
<b><u>Fines and Penalties</u></b>					
3440	Citations - Code Enforcement	8,430	5,000	5,000	5,000
3441	Citations - Water Quality	1,100	3,000	1,000	1,000
	Subtotal	<u>9,530</u>	<u>8,000</u>	<u>6,000</u>	<u>6,000</u>

## Revenue Detail

### Fiscal Year 2011-12

## All Funds

Object	Account Title	Actual 2009-10	Adopted Budget 2010-11	Revised Estimate 2010-11	Adopted Budget 2011-12
<b><u>Use of Money and Property</u></b>					
3500	Investment Earnings	1,087,984	1,000,000	900,000	900,000
3510	Rent - Community Center	10,510	10,000	10,000	10,000
3511	Rent-Veterans Memorial Comm.Center	42,000	42,000	42,000	42,000
3512	Lease-Steel Building (LRRC)		12,000	12,000	12,000
3513	ASL - Rent & Utilities		11,000	11,000	11,000
3515	Rent - Festival of Arts	231,108	230,000	230,000	230,000
3530	Rent - Moulton Playhouse	15,382	13,000	13,000	13,000
3540	Rent - Anneliese Pre-School	80,518	75,000	75,000	75,000
3550	Rent - Miscellaneous	41,160	40,000	40,000	40,000
	Subtotal	1,508,662	1,433,000	1,333,000	1,333,000
<b><u>From Other Agencies</u></b>					
3601	Motor Vehicle In-Lieu Tax	74,043	85,000	85,000	85,000
3615	Homeowners Property Tax Relief	195,344	190,000	190,000	190,000
3635	Peace Officers Standards & Training	21,818	34,000	25,000	25,000
3636	POST - Fire	1,827	15,000	15,000	15,000
3690	Mutual Aid Contract	157,404		35,000	
3705	Abandoned Vehicle Program	9,466	10,000	10,000	10,000
3810	Community Development Block Grant	7,228	5,600	7,300	5,600
<b><u>State Grants:</u></b>					
3640	Recycling-State	5,000	6,000	6,000	6,700
3641	Used Oil Recycling Block	6,624	3,000	3,000	5,000
3650	COPS	157,991	100,000	100,000	100,000
3662	Office of Traffic Safety	9,555		162,300	
3668	AVOID 26			10,900	
3874	Auto Theft Task Force	186,069	100,000	100,000	100,000
3875	Metropolitan Water District Grant	17,100			
3876	Transportation Planning		225,000		
<b><u>Federal Grants:</u></b>					
3658	PSIC Grant	9,106			
3669	Alcohol Beverage Control	23,388		5,000	
3761	DOJ Police Vest	2,527		2,000	
3764	DOJ Domestic Preparedness Program	1,647		1,000	
3869	JAG-Speeding Lasers	18,229			
3872	Department Homeland Security-Radios	36,733			
3873	Department Homeland Security-Fire	56,279		3,000	
	Subtotal	997,378	773,600	760,500	542,300

## Revenue Detail

### Fiscal Year 2011-12

**All  
Funds**

Object	Account Title	Actual 2009-10	Adopted Budget 2010-11	Revised Estimate 2010-11	Adopted Budget 2011-12
<b><u>Charges for Current Services</u></b>					
3901	Variance	65,342	120,000	75,000	75,000
3907	Plan Check Fees - Building	401,965	350,000	400,000	400,000
3908	Water Quality Inspection Fees	12,805	20,000	15,000	15,000
3909	Plan Check Fees - Zoning	142,088	130,000	130,000	130,000
3910	Design Review	504,905	372,000	450,000	450,000
3915	Subdivision Fees	20,145	7,000	10,000	10,000
3926	Environmental Report	4,250	7,000	5,000	5,000
3930	Real Property Report	135,675	80,000	100,000	100,000
3935	Design Review Appeals	15,750	12,000	12,000	12,000
3939	Document Retention Fee	20,789	18,000	18,000	18,000
3940	Other Filing & Permit Fees	89,491	40,000	75,000	75,000
3942	Use & Occupancy Inspection Fees	37,793	30,000	30,000	30,000
3943	Grading Fee - Diamond/Crestview	4,250	1,000	1,000	1,000
3944	Floor Area Fee - Diamond/Crestview	3,194	4,000	1,000	1,000
3950	Other Inspection Fees		1,000		
3955	Special Policing Fees	5,582	8,000	5,000	5,000
3956	False Alarm Fees	8,105	8,000	8,000	8,000
3957	Finger Printing	1,254	1,000	1,000	1,000
3958	Police Accident Reports	11,765	11,000	11,000	11,000
3960	Vehicle Towing & Release Fees	28,259	20,000	20,000	20,000
3961	DUI Cost Recovery Fee	7,127	5,000	5,000	5,000
3962	Police Evidence Money	49,932			
3963	Police Booking Fees	3,801		20,000	20,000
3965	Animal Services - Laguna Woods	82,660	75,000	75,000	75,000
3970	Animal Shelter Fees	23,211	20,000	15,000	20,000
3978	Weed & Lot Cleaning	15,867	30,000	30,000	30,000
3980	Landscape Development Fee	34,440	30,000	30,000	30,000
3990	C & D Administration Fees	2,213	3,000	3,000	3,000
4003	Business Improvement District	1,351,669	1,300,000	1,300,000	1,330,000
4005	Refuse Service Charges	1,912,145	1,969,000	1,969,000	1,996,000
4008	Misc Refuse/Recycling Revenue	1,075			
4010	Paramedic Non-Resident Fees	99,040	50,000	60,000	60,000
4011	Paramedic Medical Supplies Fees	27,110	30,000	30,000	30,000
4012	Swimming Pool Classes	202,498	170,000	170,000	170,000
4013	Swimming Pool Use Fees	61,038	50,000	50,000	50,000
4014	Marine Safety Beach Classes	111,724	130,000	120,000	120,000
4020	Recreation - Social & Cultural	622,121	650,000	650,000	650,000
4024	Recreation - Adult Softball	32,258	22,000	20,000	20,000

## Revenue Detail

### Fiscal Year 2011-12

## All Funds

Object	Account Title	Actual 2009-10	Adopted Budget 2010-11	Revised Estimate 2010-11	Adopted Budget 2011-12
4030	Recreation - Misc. Sports Programs	160,634	180,000	170,000	170,000
4038	Recreation - Special Programs	14,773	12,000	12,000	12,000
4042	Recreation - Park Weddings	98,813	90,000	80,000	90,000
4043	Recreation - Film Permits	15,960	15,000	15,000	15,000
4044	Recreation - Miscellaneous Fees	2,095	1,000	1,000	1,000
4130	Lifeguard Services - Private Beaches	28,055	27,000	27,000	27,000
4131	Lifeguard Tidepool Tours		1,500	1,500	2,000
4140	Sale of Maps, Books & Copying	5,993	8,000	6,000	6,000
4150	Assessment District Service Fees	35,919	20,000	20,000	20,000
4160	Returned Check Fee	646	1,000	1,000	1,000
	Subtotal	6,516,224	6,129,500	6,247,500	6,320,000
<b><u>Other Revenue</u></b>					
4202	Sale of Real & Personal Property		2,000	2,000	2,000
4220	Police Auction	956	1,000	1,000	1,000
4229	Subpoenas	10,750	6,000	10,000	10,000
4230	Miscellaneous Income	226,885	5,000	10,000	5,000
	Subtotal	238,591	14,000	23,000	18,000
<b><u>Reimbursements &amp; Contributions</u></b>					
Reimbursements:					
4045	Recreation - Administrative Fees	47,519	46,000	46,000	46,000
4301	SB 90	13,613		22,000	
4302	RNSP Overtime	39,828		5,500	
4303	Lifeguard Training - SA College	27,496	20,000	20,000	20,000
4304	ASL-Verizon & LLRC Modification	60,000		3,000	
4312	Other Agencies	12,412		8,000	
4314	Festival of Arts Parking Plan	30,546	31,000	35,000	33,000
4320	Workers' Compensation Insurance	108,157	115,000	190,000	115,000
4330	Property Damage	5,129	7,000	12,000	7,000
4357	LB School District	26,322	40,000	40,000	60,200
4359	Nuisance Abatement	8,962		10,000	
4360	Miscellaneous	45,751	5,000	5,000	5,000
Contributions:					
4370	Non-Government Sources	700	1,000	1,000	1,000
4375	Animal Shelter	8,551	5,000	10,000	5,000
4377	4th of July Fireworks	25,000	12,500	12,500	
	Subtotal	459,986	282,500	420,000	292,200
<b>GENERAL FUND TOTAL</b>		<b>45,508,344</b>	<b>44,073,600</b>	<b>44,779,000</b>	<b>44,965,500</b>



## Revenue Detail

### Fiscal Year 2011-12

## All Funds

Object	Account Title	Actual 2009-10	Adopted Budget 2010-11	Revised Estimate 2010-11	Adopted Budget 2011-12
<b>116 CAPITAL IMPROVEMENT FUND</b>					
3113	Transient Occupancy Tax	2,695,160	2,700,000	2,750,000	2,800,000
3138	Real Property Transfer Tax	404,638	200,000	300,000	300,000
3144	Building Construction Tax	178,553	110,000	180,000	180,000
3410	Vehicle Code Fines	224,554	190,000	200,000	200,000
3415	Municipal Code Fines - Other	23,908	30,000	20,000	20,000
3420	Municipal Code Fines - Parking	988,291	1,200,000	900,000	900,000
3422	Municipal Code Fines - DMV	180,347	175,000	175,000	175,000
3442	Administrative Citations - Police	48,098	40,000	40,000	40,000
3959	Auto Immobilization Fee	1,660	5,000	1,000	1,000
<b><u>Reimbursements &amp; Contributions</u></b>					
4312	Other Agencies	(34,596)			
4375	Animal Shelter Donations			362,200	
4384	Laguna Beach School District		90,000	90,000	
<b><u>State Grants:</u></b>					
3651	Clean Beach	100,000	125,000	125,000	
3680	State Park Grant			2,500,000	
3691	OCTA TDM (Measure M)	63,303			
3749	Trans. Enhance. Activities	340,843			480,000
<b><u>Federal Grants:</u></b>					
3750	ARRA Stimulus Grant		130,000	130,000	
<b>CAPITAL IMPROVEMENT FUND TOTAL</b>		<b>5,214,759</b>	<b>4,995,000</b>	<b>7,773,200</b>	<b>5,096,000</b>
<b>118 PARKING AUTHORITY FUND</b>					
	Parking Meter Zones	2,527,088	2,365,000	2,455,000	2,455,000
	Parking Lot Meters & Fees	1,303,275	1,293,000	1,300,000	1,300,000
4084	Parking Permits	112,806	1,045,000	1,045,000	115,000
4230	Miscellaneous Income	81,390	1,000	1,000	1,000
4231	Parking Meter Bag	53,225		5,000	5,000
	Over & Short	2,359			
<b>PARKING AUTHORITY FUND TOTAL</b>		<b>4,080,143</b>	<b>4,704,000</b>	<b>4,806,000</b>	<b>3,876,000</b>
<b>120 PARKING IN-LIEU FUND</b>					
3180	Parking In-Lieu Fee			60,000	
3500	Investment Earnings	1,176		800	
<b>PARKING IN-LIEU FUND TOTAL</b>		<b>1,176</b>	<b>0</b>	<b>60,800</b>	<b>0</b>

## Revenue Detail

### Fiscal Year 2011-12

**All  
Funds**

Object	Account Title	Actual 2009-10	Adopted Budget 2010-11	Revised Estimate 2010-11	Adopted Budget 2011-12
<b>122 PARK IN-LIEU FUND</b>					
3160	Park In-Lieu Fee	10,653		5,000	
3500	Investment Earnings	368		300	
	<b>PARK IN-LIEU FUND TOTAL</b>	<b>11,021</b>	<b>0</b>	<b>5,300</b>	<b>0</b>
<b>123 ART IN-LIEU FUND</b>					
3500	Investment Earnings	3,747		22,500	
4370	Contributions-Non-Govt. Sources	3,000			
	<b>ART IN-LIEU FUND TOTAL</b>	<b>6,747</b>	<b>0</b>	<b>22,500</b>	<b>0</b>
<b>124 DRAINAGE FUND</b>					
3170	Drainage In-Lieu Fee	29,151			
3500	Investment Earnings	1,170		900	
	<b>DRAINAGE FUND TOTAL</b>	<b>30,321</b>	<b>0</b>	<b>900</b>	<b>0</b>
<b>127 HOUSING IN-LIEU FUND</b>					
3185	Housing In-Lieu fee			599,900	
3500	Investment Earnings	2,239		1,500	
	<b>HOUSING IN-LIEU FUND TOTAL</b>	<b>2,239</b>	<b>0</b>	<b>601,400</b>	<b>0</b>
<b>132 GAS TAX FUND</b>					
3102	Sales Tax - Measure M	261,179	275,000	275,000	275,000
3500	Investment Earnings	5,991			
3620	OCTA Gas Tax Exchange	700,918			
3623	Gasoline Tax - Section 2103			250,000	250,000
3624	Gasoline Tax - Section 2105	135,744	135,000	135,000	135,000
3625	Gasoline Tax - Section 2106	89,585	90,000	90,000	90,000
3626	Gasoline Tax - Section 2107	180,646	180,000	180,000	180,000
3627	Gasoline Tax - Section 2107.5	6,000	6,000	6,000	6,000
3631	Traffic Congestion Relief Fund	228,324	250,000		
3632	County CAP Relief Program		56,000	58,000	
3684	Proposition 1B	373,606	375,000		
4360	Reimbursements	50,000			
	<b>GAS TAX FUND TOTAL</b>	<b>2,031,993</b>	<b>1,367,000</b>	<b>994,000</b>	<b>936,000</b>

## Revenue Detail

### Fiscal Year 2011-12

## All Funds

Object	Account Title	Actual 2009-10	Adopted Budget 2010-11	Revised Estimate 2010-11	Adopted Budget 2011-12
<b>134 STREET LIGHTING DISTRICT FUND</b>					
<u>Property Taxes:</u>					
3010	Current Secured	727,838	735,000	740,000	753,000
3015	Public Utility	5,971	5,000	5,000	5,000
3020	Current Unsecured	31,420	30,000	30,000	30,000
3025	Supplemental Apportionment	8,720	27,000	10,000	10,000
3030	Prior Years	26,416	6,000	6,000	6,000
3040	Other Property Taxes	313,153	300,000	310,000	310,000
3050	Interest & Penalties	6,184	3,000	3,000	3,000
3615	Homeowners Property Tax Relief	6,770	6,500	6,700	6,700
4360	Miscellaneous Income	(1,706)			
<b>STREET LIGHTING DISTRICT FUND TOTAL</b>		<b>1,124,766</b>	<b>1,112,500</b>	<b>1,110,700</b>	<b>1,123,700</b>
<b>137 WASTEWATER FUND</b>					
3982	Wastewater Service Charges	5,871,054	6,000,000	5,982,100	6,182,000
3986	Wastewater Connection Charges	61,428	95,000	95,000	95,000
<u>State &amp; Federal Grants:</u>					
3697	Rockledge Lift Station				450,000
<u>Reimbursements:</u>					
4312	Other Agencies	69,749		113,800	
4313	North Coast Interceptor	194,470	72,000	75,000	15,000
4360	Miscellaneous	152,486			
<b>WASTEWATER FUND TOTAL</b>		<b>6,349,187</b>	<b>6,167,000</b>	<b>6,265,900</b>	<b>6,742,000</b>
<b>140 DISASTER RELIEF FUND</b>					
3500	Investment Earnings	171,304	150,000	100,000	100,000
<b>DISASTER RELIEF FUND TOTAL</b>		<b>171,304</b>	<b>150,000</b>	<b>100,000</b>	<b>100,000</b>
<b>144 DEBT SERVICE FUND</b>					
<u>Property Taxes:</u>					
3010	Current Secured	1,319,283	918,000	918,000	
3015	Public Utility	32,214	37,000	37,000	
3020	Current Unsecured	13,235	18,000	18,000	
3025	Supplemental Apportionment	34,153	40,000	40,000	
3030	Prior Years	60,930	26,000	26,000	
3040	Other Property Taxes	418			
3050	Interest & Penalties	15,160	5,000	5,000	
3500	Investment Earnings	35,732	50,000	50,000	
3615	Homeowners Property Tax Relief	5,185	6,000	6,000	
<b>DEBT SERVICE FUND TOTAL</b>		<b>1,516,310</b>	<b>1,100,000</b>	<b>1,100,000</b>	<b>0</b>

**Revenue Detail**  
*Fiscal Year 2011-12*

**All  
Funds**

Object Account Title	Actual 2009-10	Adopted Budget 2010-11	Revised Estimate 2010-11	Adopted Budget 2011-12
<b>310 TRANSIT FUND</b>				
3105 Transportation Tax - Operating	762,854	840,000	840,000	840,000
3500 Investment Earnings	19,065		5,000	
4090 Main Line Summer Fares	17,974	8,000	8,000	8,000
4091 Main Line Regular Fares	19,535	25,000	20,000	20,000
4092 Main Line AQMD Passes	13,013	15,000	15,000	15,000
4093 Transit Plus Taxi Vouchers	12,384	7,000	10,000	10,000
4094 Act V Lot Park & Ride	116,936	145,000	110,000	110,000
4095 Main Line Regular Passes	2,471	3,000	3,000	3,000
4096 Bus Charter Fees	21,534	41,000	25,000	25,000
4097 Festival Regular Fares	110,000	110,000 *	110,000 *	110,000 *
4202 Sales of Real & Personal Property	2,302			
4360 Reimbursements-Miscellaneous	4,000			
<u>Grants:</u>				
3711 State Transit Funding		140,000	140,000	140,000
3720 OCTA Operating Assistance	392,833	202,000	202,000	202,000
4098 Festival AQMD Art College Service		8,000		
<b>TRANSIT FUND TOTAL</b>	<b>1,494,901</b>	<b>1,544,000</b>	<b>1,488,000</b>	<b>1,483,000</b>
<b>ALL OPERATING FUNDS TOTAL</b>	<b>\$67,543,211</b>	<b>\$65,213,100</b>	<b>\$69,107,700</b>	<b>\$64,322,200</b>

\* Fares paid by Parking Authority Fund .

**Revenue Detail**  
*Fiscal Year 2011-12*

**All  
Funds**

Object Account Title	Actual 2009-10	Adopted Budget 2010-11	Revised Estimate 2010-11	Adopted Budget 2011-12
<b><u>INTERNAL SERVICE FUNDS</u></b>				
<b>126 INSURANCE &amp; BENEFITS FUND</b>				
4400 Employer - General Liability	\$600,000	\$600,000	\$1,350,000	\$600,000
4403 Employer - Workers' Compensation	1,213,800	1,013,000	1,013,000	1,013,000
4406 Employer - Group Insurance	2,378,287	2,591,000	2,591,000	2,780,000
4412 Employer - Dental Insurance	163,000	165,000	165,000	159,000
4420 Employer - Life Insurance	38,000	38,000	38,000	38,000
4425 Employer - Long Term Disability	124,000	124,000	50,000	50,000
4430 Employer - Unemployment Insurance	61,000	61,000	61,000	61,000
4440 Employee - Medical Insurance	504,800	560,000	500,000	520,000
4445 Employee - Retiree/Cobra	213,752	251,000	256,000	288,000
4452 Employee - Dental Insurance	61,409	46,000	46,000	44,000
4460 Employee Benefit - Comp Time	22,800	39,000	39,000	39,000
4461 Employee Benefit - Vacation	396,200	378,000	378,000	378,000
4462 Employee Benefit - Sick Leave	314,600	284,000	284,000	284,000
<u>Reimbursements and Earnings:</u>				
3500 Investment Earnings	28,177			
4320 Worker's Compensation	282,647		235,000	
<b>INSURANCE &amp; BENEFITS FUND TOTAL</b>	<b>\$6,402,472</b>	<b>\$6,150,000</b>	<b>\$7,006,000</b>	<b>\$6,254,000</b>
<b>128 VEHICLE REPLACEMENT FUND</b>				
3500 Investment Earnings	9,833	5,000	8,000	5,000
3560 Vehicle Use Rent	1,041,280	1,076,000	1,076,000	1,118,000
4202 Sale of Real & Personal Property	9,603		16,000	
<u>Reimbursements:</u>				
4360 Miscellaneous	145			
<b>VEHICLE REPLACEMENT FUND TOTAL</b>	<b>1,060,861</b>	<b>1,081,000</b>	<b>1,100,000</b>	<b>1,123,000</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 7.75% 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.



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## Section III

### Expenditures

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

Each of the above departments are further broken down by division and the budgets for each division are shown within their respective departments. The *chart on the next page* (p. 28) shows all of the City’s operating departments and divisions and how they are organized within the Expenditure Section of this budget. For quick reference this chart also contains the page numbers of the individual departments.

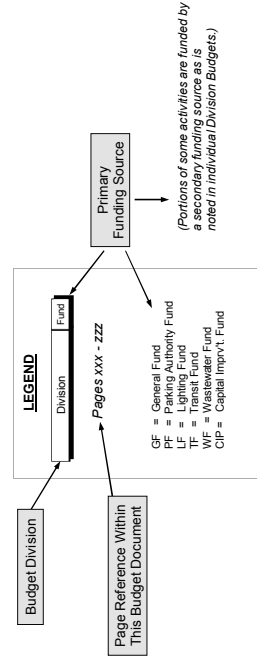
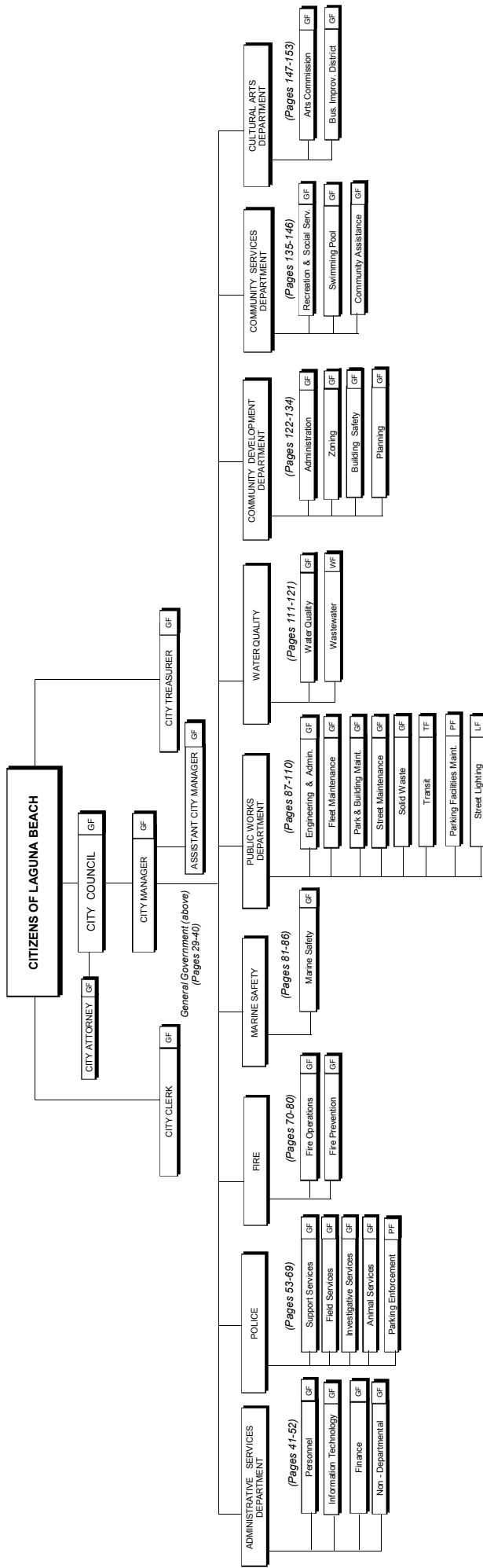
For the most part, all of the expenditure items within each division are funded from a single fund source; that fund is shown at the top right-hand corner of the division budget. In the few cases where a particular expenditure item is funded from a source other than the fund shown at the top of the division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

For a broad overview of the Expenditure Budget and a more detailed picture of the funding source for *each department*, see the chart entitled “Sources & Uses of Funds - *Summary by Department & Fund*” on page: 4 and 5 of this budget.

**Organization Chart  
Expenditure Budget**

**All  
Divisions**

**City of Laguna Beach  
FY 2011-12 Budget Structure**



# General Government

The General Government Operations provide the legislative and chief executive functions of the City. Included are the elected positions in the City -- City Councilmembers, City Clerk and City Treasurer. The City Manager and City Attorney are appointed.

**City Council** - The five member City Council is elected at large. Each Councilmember serves a four-year term. The Council is responsible for the legislative functions of the City. Its meetings are generally held the first and third Tuesdays of each month starting at 6:00 p.m.

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.

**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,

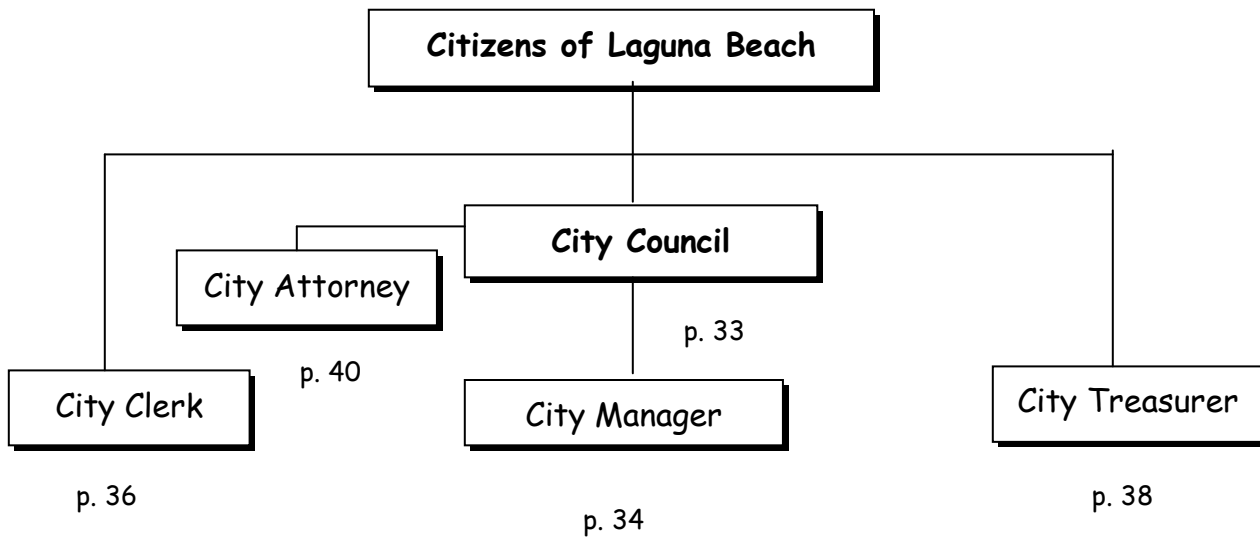
administration of the City's records management system, maintenance of the Municipal Code, processing of legal documents (e.g., ordinances, resolutions, contracts, agreements, deeds and easements, in-lieu certificates, historic register applications, domestic partnership registrations, etc.), and administration 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 18 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 \$7,100 per month for up to 60 hours of legal services, with additional litigation billed at \$225 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:

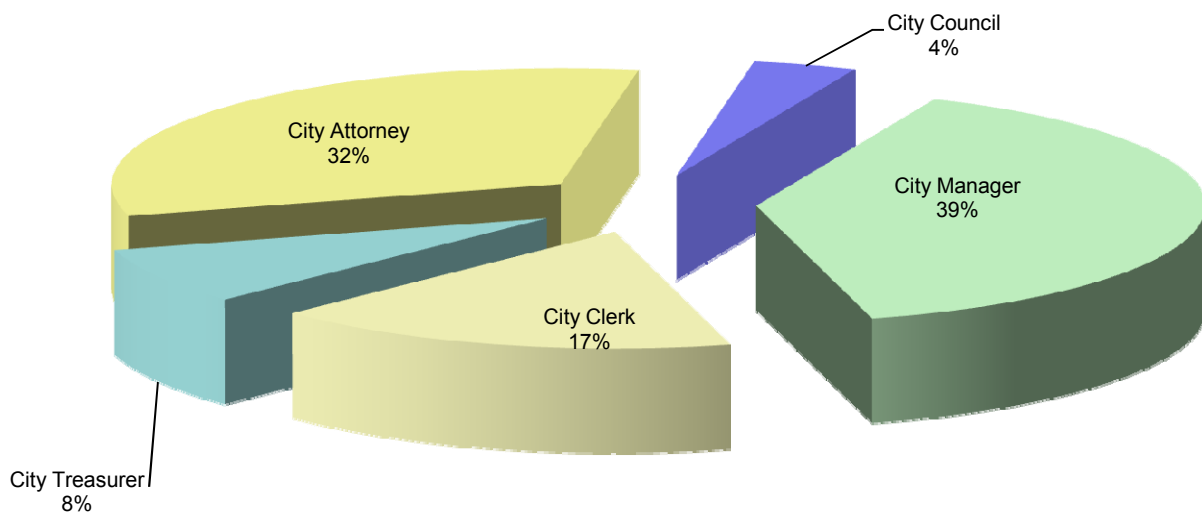


# General Government Budget Summary

*All  
Divisions*

<u>Department</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
City Council	\$36,700	\$31,200				\$67,900
City Manager	655,800	59,300				\$715,100
City Clerk	272,500	33,500				\$306,000
City Treasurer	125,700	17,800				\$143,500
City Attorney		585,000				\$585,000
<b>Department Total</b>	<b>\$1,090,700</b>	<b>\$726,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,817,500</b>

## Summary By Department Total



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

<b>Account No.</b>	<b>Account Title</b>	<b>Actual Expenditures 2009-10</b>	<b>Adopted Budget 2010-11</b>	<b>Department Request 2011-12</b>	<b>Adopted Budget 2011-12</b>
<b>Salaries and Wages</b>					
1003	Salaries, Part Time	\$33,600	\$33,600	\$33,600	\$33,600
1101	P.E.R.S. Retirement	1,089	1,300	1,600	1,600
1103	P.A.R.S. Retirement	1,008	1,000	1,000	1,000
1318	Medicare Insurance	543	500	500	500
	<b>Subtotal</b>	<b>36,239</b>	<b>36,400</b>	<b>36,700</b>	<b>36,700</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel And Dues	15,006	16,500	21,500	21,500
2031	Telephone	5,844	4,700	5,100	5,100
2101	Materials And Supplies	1,677	1,900	1,900	1,900
2281	Printing	3,855	1,000	1,000	1,000
2401	Contractual Services	1,020	2,400	1,700	1,700
	<b>Subtotal</b>	<b>27,403</b>	<b>26,500</b>	<b>31,200</b>	<b>31,200</b>
	<b>Grand Total</b>	<b>\$63,642</b>	<b>\$62,900</b>	<b>\$67,900</b>	<b>\$67,900</b>

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$515,156	\$517,900	\$476,900	\$476,900
1038	Sick Leave Payoff	8,700	2,300	1,600	1,600
1040	Vacation Payoff	2,100	2,700	2,900	2,900
1059	Residency Incentive	14,127	13,700	15,000	15,000
1101	Retirement	84,678	103,700	110,900	110,900
1201	Workers' Compensation	4,100	4,100	4,200	4,200
1300	Employee Group Insurance	32,100	34,200	37,200	37,200
1318	Medicare Insurance	4,326	4,100	7,100	7,100
	<b>Subtotal</b>	<b>665,288</b>	<b>682,700</b>	<b>655,800</b>	<b>655,800</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	44,256	45,000	45,000	36,500
2024	Electricity	878	800	800	800
2027	Water	340	100	300	300
2031	Telephone	1,467	1,000	1,400	1,400
2101	Materials and Supplies	1,568	5,700	5,700	5,700
2170	General Insurance	6,500	6,500	6,600	6,600
2222	Repairs and Maint. Other		1,300	700	700
2281	Printing	23	700	600	600
2401	Contractual Services	15,038	6,700	6,700	6,700
	<b>Subtotal</b>	<b>70,070</b>	<b>67,800</b>	<b>67,800</b>	<b>59,300</b>
	<b>Grand Total</b>	<b>\$735,358</b>	<b>\$750,500</b>	<b>\$723,600</b>	<b>\$715,100</b>



## *City Manager 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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
City Manager	1	1	1	\$247,500	\$214,200	\$214,200
Assistant City Manager	1	1	1	187,100	187,100	187,100
Executive Assistant	1	1	1	83,300	75,600	75,600
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>\$517,900</b>	<b>\$476,900</b>	<b>\$476,900</b>

**City Clerk***General Fund/1301*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$192,273	\$188,900	\$188,900	\$188,900
1006	Salaries, Overtime	2,493	6,000	6,000	6,000
1038	Sick Leave Payoff	3,300	2,500	2,200	2,200
1040	Vacation Payoff	1,100	2,300	2,400	2,400
1101	Retirement	31,608	37,800	43,900	43,900
1201	Workers' Compensation	1,500	1,500	1,500	1,500
1300	Employee Group Insurance	21,400	22,800	24,800	24,800
1318	Medicare Insurance	1,865	2,800	2,800	2,800
	<b>Subtotal</b>	<b>255,538</b>	<b>264,600</b>	<b>272,500</b>	<b>272,500</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	6,356	4,100	4,400	4,400
2024	Electricity	927	800	800	800
2027	Water	297	100	300	300
2031	Telephone	613	1,000	800	800
2101	Materials and Supplies	8,031	7,700	7,700	7,700
2170	General Insurance	2,400	2,400	2,300	2,300
2281	Printing	6,361	6,000	6,000	6,000
2302	Legal Advertising	4,528	5,900	5,900	5,900
2401	Contractual Services		27,300	5,300	5,300
	<b>Subtotal</b>	<b>29,512</b>	<b>55,300</b>	<b>33,500</b>	<b>33,500</b>
	<b>Grand Total</b>	<b>\$285,051</b>	<b>\$319,900</b>	<b>\$306,000</b>	<b>\$306,000</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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
City Clerk	1	1	1	\$120,200	\$120,200	\$120,200
Deputy City Clerk	1	1	1	65,400	65,400	65,400
Assignment Pay				3,300	3,300	3,300
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>\$188,900</b>	<b>\$188,900</b>	<b>\$188,900</b>

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$85,609	\$85,500	\$130,600	\$85,500
1038	Sick Leave Payoff	2,600	2,300	1,300	1,300
1040	Vacation Payoff	31,400	3,300	4,800	4,800
1101	Retirement	14,215	17,100	30,400	19,900
1201	Workers' Compensation	600	600	600	600
1300	Employee Group Insurance	10,700	11,400	12,400	12,400
1318	Medicare Insurance	1,309	1,200	1,900	1,200
	<b>Subtotal</b>	<b>146,433</b>	<b>121,400</b>	<b>182,000</b>	<b>125,700</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	3,695	4,300	4,900	4,300
2024	Electricity	788	800	1,400	800
2027	Water	256	100	300	300
2031	Telephone	898	500	800	800
2101	Materials and Supplies	576	700	700	700
2170	General Insurance	1,000	1,000	1,000	1,000
2222	Repairs and Maint. Other	19	100	500	100
2401	Contractual Services	8,687	9,800	9,800	9,800
	<b>Subtotal</b>	<b>15,918</b>	<b>17,300</b>	<b>19,400</b>	<b>17,800</b>
	<b>Grand Total</b>	<b>\$162,351</b>	<b>\$138,700</b>	<b>\$201,400</b>	<b>\$143,500</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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
City Treasurer	0.625	1	0.625	\$85,500	\$130,600	\$85,500
<b>TOTAL</b>	0.625	1	0.625	\$85,500	\$130,600	\$85,500

**City Attorney**

*General Fund/1501*

<b>Account No.</b>	<b>Account Title</b>	<b>Actual Expenditures 2009-10</b>	<b>Adopted Budget 2010-11</b>	<b>Department Request 2011-12</b>	<b>Adopted Budget 2011-12</b>
<b><u>Maintenance and Operations</u></b>					
2401	Contractual Services	\$365,513	\$585,000	\$585,000	\$585,000
	<b>Grand Total</b>	<b>\$365,513</b>	<b>\$585,000</b>	<b>\$585,000</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 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 3.4 employees: a Personnel Services Manager, 1.9 Senior Personnel Specialists and a .5 Senior Office Specialist. Responsibilities of the division include maintenance of personnel records for the City's 251 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 4,000 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.

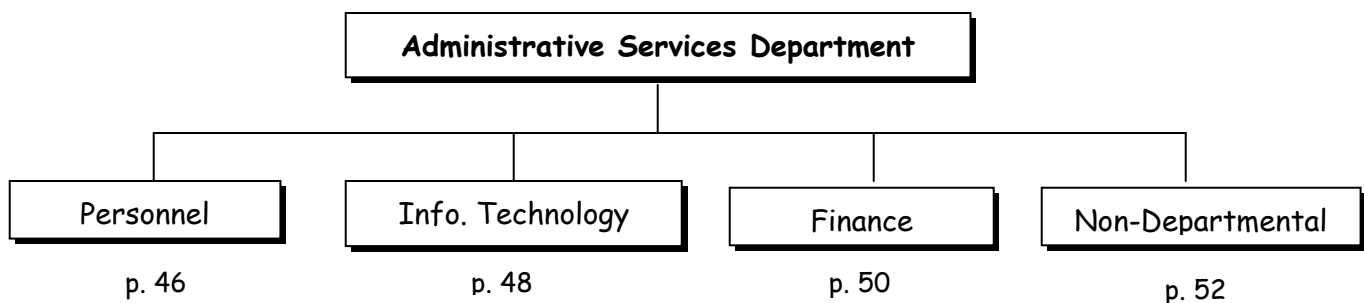
**Finance** - This division performs all finance, accounting, business licensing and cashiering functions for the City. It also prepares and monitors the City's annual budget. Primary responsibilities include the following: daily processing of accounts payable, accounts receivable, capital assets and 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 \$72 million in revenues and approximately \$72 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 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:

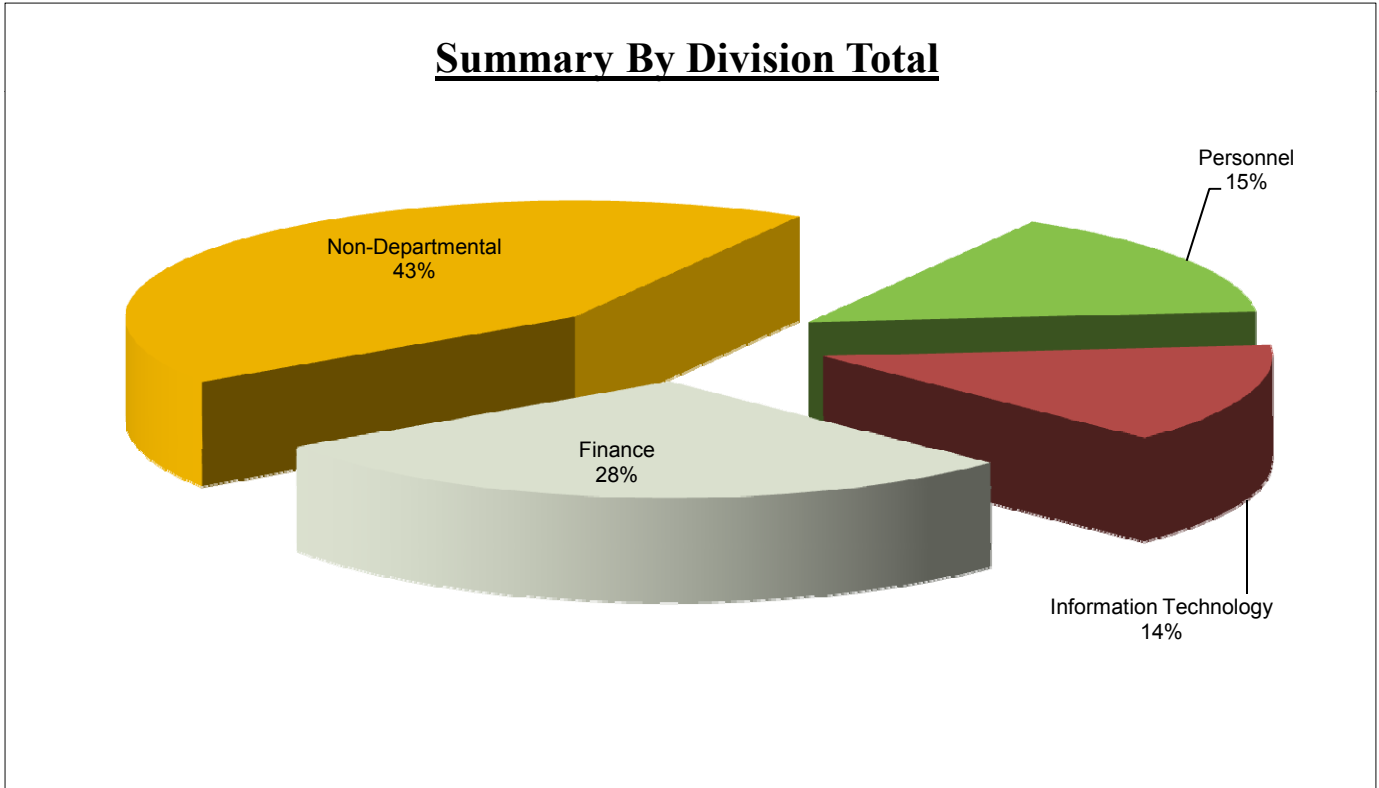




# Administrative Services Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Personnel	\$427,600	\$86,100		\$29,100		<b>\$542,800</b>
Information Technology	270,500	225,900				<b>\$496,400</b>
Finance	866,100	140,100				<b>\$1,006,200</b>
Non-Departmental	374,200	1,150,600		109,000		<b>\$1,633,800</b>
<b>Department Total</b>	<b>\$1,938,400</b>	<b>\$1,602,700</b>	<b>\$0</b>	<b>\$138,100</b>	<b>\$0</b>	<b>\$3,679,200</b>



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

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$1,189,446	\$1,372,800	\$1,335,300	\$1,335,300
1003	Salaries, Part Time	34,625	38,000	15,000	15,000
1006	Salaries, Overtime	6,288	12,500	12,500	12,500
1009	Salaries, Redistributed	(29,700)	(29,700)	(29,700)	(29,700)
1038	Sick Leave Payoff	17,600	21,600	19,600	19,600
1040	Vacation Payoff	21,200	25,000	26,900	26,900
1101	Retirement	10,142,322	355,000	382,800	382,800
1103	P.A.R.S. Retirement	1,296	1,400	600	600
1201	Workers' Compensation	9,800	8,800	8,700	8,700
1300	Employee Group Insurance	132,700	141,300	148,800	148,800
1318	Medicare Insurance	14,938	21,700	17,900	17,900
	<b>Subtotal</b>	<b>11,540,515</b>	<b>1,968,400</b>	<b>1,938,400</b>	<b>1,938,400</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	11,716	17,200	18,300	17,200
2024	Electricity	20,846	3,900	16,800	16,800
2027	Water	1,013	300	900	900
2031	Telephone	4,489	5,700	4,900	4,900
2101	Materials and Supplies	27,122	47,600	47,700	47,700
2150	Rents and Leases	86,163	79,900	57,600	57,600
2170	General Insurance	15,000	15,000	13,700	13,700
2222	Repairs and Maint. Other	32,892	35,600	35,600	35,600
2281	Printing	9,211	11,500	11,500	11,500
2302	Legal Advertising	7,004	5,000	5,000	5,000
2401	Contractual Services	244,330	253,900	268,300	264,400
2432	Postage	37,265	46,800	48,600	48,600
2501	Bond Principal	1,425,000	1,490,000	1,565,000	1,565,000
2521	Bond Interest	185,703	115,500	39,100	39,100
2804	Costs Redistributed	(512,400)	(529,500)	(525,300)	(525,300)
	<b>Subtotal</b>	<b>1,595,354</b>	<b>1,598,400</b>	<b>1,607,700</b>	<b>1,602,700</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	2,639	4,800	3,400	
5622	Other Equipment	115,005	24,000	242,000	
	<b>Subtotal</b>	<b>117,645</b>	<b>28,800</b>	<b>245,400</b>	<b>0</b>
<b><u>Special Programs</u></b>					
	Special Programs	21,245	133,600	138,100	138,100
	Open Space Acquisition	1,142,705			
	<b>Subtotal</b>	<b>1,163,950</b>	<b>133,600</b>	<b>138,100</b>	<b>138,100</b>
	<b>Grand Total</b>	<b>\$14,417,464</b>	<b>\$3,729,200</b>	<b>\$3,929,600</b>	<b>\$3,679,200</b>

***Administrative Services Department***  
**Position Summary**

***All  
Divisions***

<b><u>Position Title</u></b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<b>Adopted Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2010-11</b>	<b>2011-12</b>	<b>2011-12</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2011-12</b>
Director of Finance & IT	1	1	1	\$170,300	\$170,300	\$170,300
Finance Officer	1	1	1	147,100	147,100	147,100
Personnel Services Manager	1	1	1	135,100	135,100	135,100
Accountant	1	1	1	80,900	80,900	80,900
Accounting Technician	0.6	0.6	0.6	43,000	43,000	43,000
Computer Network Administrator	1	1	1	111,300	86,800	86,800
Information System Specialist	1	1	1	97,800	97,800	97,800
Sr. Personnel Specialist	1.8	1.9	1.9	129,100	136,200	136,200
Sr. Account Specialist		1	1		61,900	61,900
Account Specialist	1			59,000		
Sr. Office Specialist	3	2.5	2.5	157,200	134,200	134,200
Non-Departmental				242,000	242,000	242,000
<b>TOTAL</b>	<b>12.4</b>	<b>12</b>	<b>12</b>	<b>\$1,372,800</b>	<b>\$1,335,300</b>	<b>\$1,335,300</b>

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$327,265	\$314,000	\$298,100	\$298,100
1006	Salaries, Overtime	375	600	600	600
1038	Sick Leave Payoff	4,800	7,700	7,000	7,000
1040	Vacation Payoff	3,100	3,600	3,700	3,700
1101	Retirement	52,575	62,900	69,300	69,300
1201	Workers' Compensation	2,300	2,400	2,400	2,400
1300	Employee Group Insurance	40,700	43,300	42,200	42,200
1318	Medicare Insurance	4,693	4,600	4,300	4,300
	<b>Subtotal</b>	<b>435,808</b>	<b>439,100</b>	<b>427,600</b>	<b>427,600</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	3,295	5,000	5,100	5,000
2024	Electricity	1,277	800	1,200	1,200
2027	Water	312	100	300	300
2031	Telephone	668	1,000	800	800
2101	Materials and Supplies	11,380	10,800	10,900	10,900
2170	General Insurance	3,700	3,700	3,700	3,700
2222	Repairs and Maint. Other	54	400	400	400
2281	Printing	1,146	1,500	1,500	1,500
2302	Legal Advertising	7,004	5,000	5,000	5,000
2401	Contractual Services	51,174	58,000	57,300	57,300
	<b>Subtotal</b>	<b>80,011</b>	<b>86,300</b>	<b>86,200</b>	<b>86,100</b>
<b>Special Programs</b>					
8000	DMV Requirements	2,465	3,600	4,100	4,100
8031	Educational Reimbursement	10,605	10,000	10,000	10,000
8039	Employee Training	4,915	15,000	15,000	15,000
	<b>Subtotal</b>	<b>17,986</b>	<b>28,600</b>	<b>29,100</b>	<b>29,100</b>
	<b>Grand Total</b>	<b>\$533,805</b>	<b>\$554,000</b>	<b>\$542,900</b>	<b>\$542,800</b>

***Personnel Division 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>2010-11</b>	<b>2011-12</b>	<b>2011-12</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2011-12</b>
Personnel Services Manager	1	1	1	\$135,100	\$135,100	\$135,100
Sr. Personnel Specialist	1.8	1.9	1.9	129,100	136,200	136,200
Sr. Office Specialist	1	0.5	0.5	49,800	26,800	26,800
<b>TOTAL</b>	<b>3.8</b>	<b>3.4</b>	<b>3.4</b>	<b>\$314,000</b>	<b>\$298,100</b>	<b>\$298,100</b>

## Information Technology Services

*Administrative Services  
General Fund/1603*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$208,993	\$209,100	\$184,600	\$184,600
1006	Salaries, Overtime	3,183	8,400	8,400	8,400
1038	New Sick Leave Payoff	4,700	5,100	4,800	4,800
1040	Vacation Payoff	900	1,500	1,900	1,900
1101	Retirement	35,529	41,900	42,900	42,900
1201	Workers' Compensation	1,700	1,700	1,600	1,600
1300	Employee Group Insurance	21,400	22,800	24,800	24,800
1318	Medicare Insurance	1,590	1,500	1,500	1,500
	<b>Subtotal</b>	277,995	292,000	270,500	270,500
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	335	2,000	2,000	2,000
2024	Electricity	13,252	800	13,200	13,200
2027	Water	309	100	300	300
2031	Telephone	1,183	700	1,000	1,000
2101	Materials and Supplies	4,818	12,000	12,000	12,000
2150	Rents and Leases	71,575	61,100	56,800	56,800
2170	General Insurance	2,700	2,700	2,600	2,600
2222	Repairs and Maint. Other	30,329	32,000	32,000	32,000
2401	Contractual Services	108,644	102,000	107,300	106,000
	<b>Subtotal</b>	233,145	213,400	227,200	225,900
<b>Capital Outlay</b>					
5622	(A) Offsite Backup Center			32,000	
5622	(A) VoIP Telephone System			130,000	
	<b>Subtotal</b>	106,905	24,000	162,000	0
	<b>Grand Total</b>	<b>\$618,046</b>	<b>\$529,400</b>	<b>\$659,700</b>	<b>\$496,400</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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Computer Network Administrator	1	1	1	\$111,300	\$86,800	\$86,800
Information System Specialist	1	1	1	97,800	97,800	97,800
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>\$209,100</b>	<b>\$184,600</b>	<b>\$184,600</b>

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$607,754	\$607,700	\$610,600	\$610,600
1003	Salaries, Part Time	34,625	38,000	15,000	15,000
1006	Salaries, Overtime	2,730	3,500	3,500	3,500
1009	Salaries, Redistributed	(29,700)	(29,700)	(29,700)	(29,700)
1038	Sick Leave Payoff	8,100	8,800	7,800	7,800
1040	Vacation Payoff	17,200	19,900	21,300	21,300
1101	Retirement	97,862	121,600	142,000	142,000
1103	P.A.R.S. Retirement	1,296	1,400	600	600
1201	Workers' Compensation	5,800	4,700	4,700	4,700
1300	Employee Group Insurance	70,600	75,200	81,800	81,800
1318	Medicare Insurance	8,655	8,800	8,500	8,500
	<b>Subtotal</b>	<b>824,922</b>	<b>859,900</b>	<b>866,100</b>	<b>866,100</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	8,086	10,200	11,200	10,200
2024	Electricity	2,924	2,300	2,400	2,400
2027	Water	392	100	300	300
2031	Telephone	2,638	4,000	3,100	3,100
2101	Materials and Supplies	5,010	6,600	6,600	6,600
2150	Rents and Leases	14,587	18,800	800	800
2170	General Insurance	8,600	8,600	7,400	7,400
2222	Repairs and Maint. Other	2,509	3,200	3,200	3,200
2281	Printing	8,065	10,000	10,000	10,000
2401	Contractual Services	80,587	88,900	98,700	96,100
	<b>Subtotal</b>	<b>133,399</b>	<b>152,700</b>	<b>143,700</b>	<b>140,100</b>
<b>Capital Outlay</b>					
5408	(R) Two Personal Computers			3,400	
5622	(A) Finance System Update			80,000	
	<b>Subtotal</b>	<b>10,739</b>	<b>4,800</b>	<b>83,400</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$969,060</b>	<b>\$1,017,400</b>	<b>\$1,093,200</b>	<b>\$1,006,200</b>



## *Finance Division Position Summary*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Director of Finance & IT	1	1	1	\$170,300	\$170,300	\$170,300
Finance Officer	1	1	1	147,100	147,100	147,100
Accountant	1	1	1	80,900	80,900	80,900
Accounting Technician	0.6	0.6	0.6	43,000	43,000	43,000
Sr. Account Specialist		1	1		61,900	61,900
Senior Office Specialist	2	2	2	107,400	107,400	107,400
Account Specialist	1			59,000		
<b>TOTAL</b>	<b>6.6</b>	<b>6.6</b>	<b>6.6</b>	<b>\$607,700</b>	<b>\$610,600</b>	<b>\$610,600</b>

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$45,434	\$242,000	\$242,000	\$242,000
1101	Retirement	9,956,355	128,600	128,600	128,600
1318	Medicare Insurance		6,800	3,600	3,600
	<b>Subtotal</b>	<b>10,001,789</b>	<b>377,400</b>	<b>374,200</b>	<b>374,200</b>
<b>Maintenance and Operations</b>					
2024	Electricity	3,394			
2101	Materials and Supplies	5,914	18,200	18,200	18,200
2401	Contractual Services*	3,924	5,000	5,000	5,000
2432	Postage	37,265	46,800	48,600	48,600
2501	Bond Principal*	1,425,000	1,490,000	1,565,000	1,565,000
2521	Bond Interest*	185,703	115,500	39,100	39,100
2804	Costs Redistributed	(512,400)	(529,500)	(525,300)	(525,300)
	<b>Subtotal</b>	<b>1,148,799</b>	<b>1,146,000</b>	<b>1,150,600</b>	<b>1,150,600</b>
<b>Special Programs</b>					
8030	One Time Retirement Incentive		50,000		
8111	Economic Development Consultant		50,000		
8125	Legislative Lobbyist			60,000	60,000
8126	National League of Cities Survey			10,000	10,000
8127	Hazard Mitigation Plan for FEMA			30,000	30,000
8128	Flood Mitigation Mailer			4,000	4,000
8204	LAFCO Funding	3,259	5,000	5,000	5,000
	<b>Subtotal</b>	<b>3,259</b>	<b>105,000</b>	<b>109,000</b>	<b>109,000</b>
<b>Capital Improvements</b>					
9374	Open Space Acquisition**	1,142,705			
	<b>Subtotal</b>	<b>1,142,705</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$12,296,553</b>	<b>\$1,628,400</b>	<b>\$1,633,800</b>	<b>\$1,633,800</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 84 positions, 47 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 42,000 in 2010. The records section is staffed by five specialists who are 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 34 vehicles, processes the departmental payroll and co-manages the parking enforcement program.

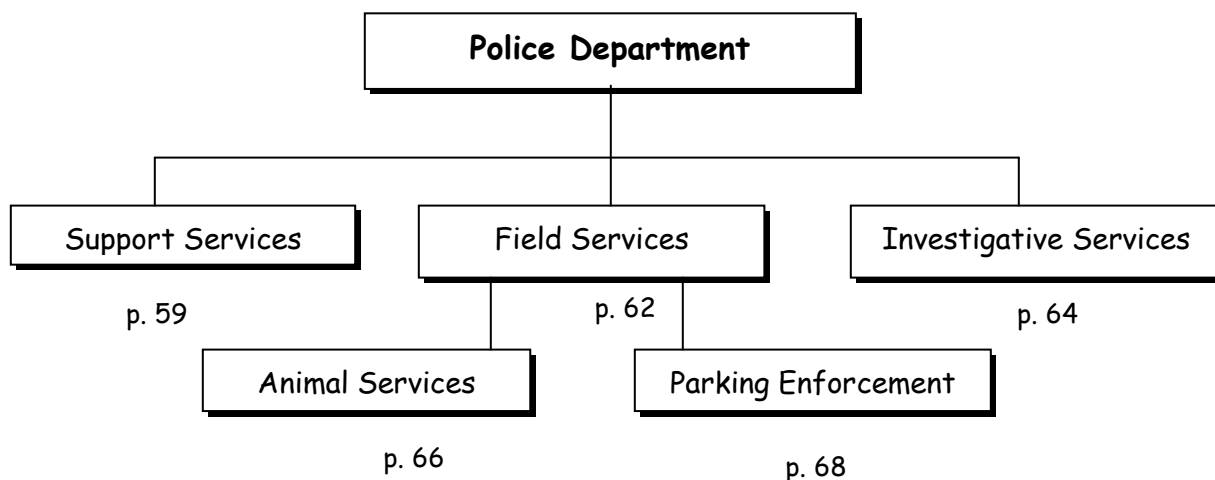
**Field Services** - This division consists primarily of uniformed field personnel responsible for enforcement of municipal, state and federal laws. The Patrol Section, with its twenty-five field officers, is the main response team for calls for service. Officers are responsible for a specific area and 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. Six sergeants are assigned to Field Services as supervisors and a lieutenant serves as the watch commander/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 civilian supervisor 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** - 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 45,000 parking citations per year and for collecting the associated 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:

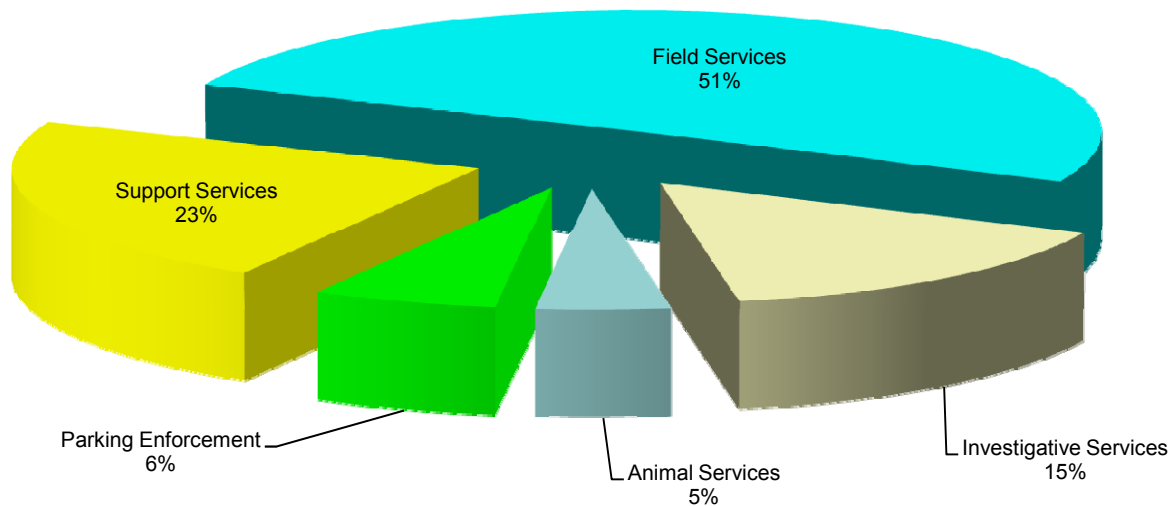


# Police Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Support Services	\$2,604,600	\$612,800		\$2,500		\$3,219,900
Field Services	6,613,700	476,200				\$7,089,900
Investigative Services	1,937,900	191,200		34,000		\$2,163,100
Animal Services	562,200	84,300		5,000		\$651,500
Parking Enforcement	719,300	179,300				\$898,600
<b>Department Total</b>	<b>\$12,437,700</b>	<b>\$1,543,800</b>	<b>\$0</b>	<b>\$41,500</b>	<b>\$0</b>	<b>\$14,023,000</b>

## Summary By Division Total



***Police Department  
Budget Detail***

***All  
Divisions***

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$6,955,327	\$7,203,300	\$7,132,000	\$7,132,000
1003	Salaries, Part Time	329,123	212,300	212,300	212,300
1006	Salaries, Overtime	445,666	416,100	416,100	416,100
1009	Salaries, Redistributed	100	100		
1038	Sick Leave Payoff	128,400	120,000	102,200	102,200
1040	Vacation Payoff	136,000	139,000	145,300	145,300
1042	Comp Time Payoffs	17,000	30,800	25,300	25,300
1053	Holiday Allowance	160,594	153,500	153,500	153,500
1101	Retirement	1,986,626	1,835,900	2,183,500	2,183,500
1102	PERS-Side Fund	159,228	477,800	477,700	477,700
1103	P.A.R.S. Retirement	12,941	8,000	8,000	8,000
1201	Workers' Compensation	547,400	444,400	442,900	442,900
1300	Employee Group Insurance	911,100	957,600	1,041,600	1,041,600
1318	Medicare Insurance	93,664	96,600	97,300	97,300
	<b>Subtotal</b>	<b>11,883,169</b>	<b>12,095,400</b>	<b>12,437,700</b>	<b>12,437,700</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	46,371	51,300	51,300	51,300
2011	Training, Travel and Dues	16,577	20,200	20,200	20,200
2021	Natural Gas	5,085	7,900	6,000	6,000
2024	Electricity	25,187	37,400	34,300	34,300
2027	Water	4,982	14,000	5,300	5,300
2031	Telephone	86,931	74,900	86,500	86,500
2051	Gas and Lubrications	114,702	97,400	119,000	119,000
2101	Materials and Supplies	104,708	112,600	112,600	112,600
2150	Rents and Leases	209,971	237,600	248,300	248,300
2170	General Insurance	128,900	128,900	180,200	180,200
2201	Repairs and Maint. Auto.	71,607	93,800	93,800	93,800
2222	Repairs and Maint. Other	81,856	85,500	85,500	85,500
2281	Printing	15,842	18,600	18,600	18,600
2401	Contractual Services	459,981	482,200	482,200	482,200
	<b>Subtotal</b>	<b>1,372,701</b>	<b>1,462,300</b>	<b>1,543,800</b>	<b>1,543,800</b>

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

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	34,139	19,000	28,900	
5622	Other Equipment	156,535		79,000	
	<b>Subtotal</b>	190,674	19,000	107,900	0
<b>Special Programs</b>					
	Special Programs	52,247	41,500	41,500	41,500
	<b>Subtotal</b>	52,247	41,500	41,500	41,500
	<b>Grand Total</b>	<b>\$13,498,790</b>	<b>\$13,618,200</b>	<b>\$14,130,900</b>	<b>\$14,023,000</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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Police Chief	1	1	1	\$187,100	\$187,100	\$187,100
Police Captain	1	1	1	147,100	147,100	147,100
Police Lieutenant	4	4	4	540,300	540,300	540,300
Police Sergeant	7	7	7	793,700	791,900	791,900
Police Corporal	13	13	13	1,296,100	1,283,000	1,283,000
Police Officer	21	21	21	1,734,900	1,676,200	1,676,200
Dispatcher	6	6	6	399,900	407,500	407,500
Senior Dispatcher	4	4	4	323,600	323,600	323,600
Records Specialist	6	6	6	303,400	310,400	310,400
Support Services Supervisor	1	1	1	113,400	113,400	113,400
Police Civilian Supervisor	1	1	1	99,700	88,900	88,900
Police Fleet Coordinator	1	1	1	70,900	70,900	70,900
Administrative Assistant	1	1	1	65,400	65,400	65,400
Admin. Office Specialist	1	1	1	57,500	57,500	57,500
Comm. Serv. Officer II		2	2		130,800	130,800
Comm. Serv. Officer I	3	1	1	185,700	61,900	61,900
Sr. Office Specialist	1	1	1	53,700	53,700	53,700
Kennel Manager	1	1	1	61,900	61,900	61,900
Animal Serv. Officer	3	3	3	185,700	185,700	185,700
Kennel Aide	2	2	2	107,300	107,300	107,300
Parking Control Officer	5	5	5	284,200	284,200	284,200
Computer Operator	1	1	1	58,700	59,400	59,400
Assignment Pay				15,900	15,500	15,500
Bilingual Pay				7,200	5,400	5,400
Education Incentive				99,200	92,200	92,200
Uniform Pay				10,800	10,800	10,800
<b>TOTAL</b>	<b>84</b>	<b>84</b>	<b>84</b>	<b>\$7,203,300</b>	<b>\$7,132,000</b>	<b>\$7,132,000</b>



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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,647,362	\$1,719,000	\$1,717,600	\$1,717,600
1003	Salaries, Part Time	32,508	36,500	36,500	36,500
1006	Salaries, Overtime	51,254	54,600	54,600	54,600
1009	Salaries, Redistributed	(125,600)	(125,600)	(125,600)	(125,600)
1038	Sick Leave Payoff	49,800	32,900	25,500	25,500
1040	Vacation Payoff	40,800	30,100	28,500	28,500
1042	Comp Time Payoffs	3,900	6,500	6,000	6,000
1053	Holiday Allowance	24,561	27,600	27,600	27,600
1101	Retirement	321,186	334,800	441,700	441,700
1102	PERS-Side Fund	11,146	33,500	33,400	33,400
1103	P.A.R.S. Retirement	1,219	1,400	1,400	1,400
1201	Workers' Compensation	80,200	64,900	64,200	64,200
1300	Employee Group Insurance	235,400	250,800	272,800	272,800
1318	Medicare Insurance	21,341	21,600	20,400	20,400
	<b>Subtotal</b>	<b>2,395,078</b>	<b>2,488,600</b>	<b>2,604,600</b>	<b>2,604,600</b>

**Maintenance and Operations**

2001	Uniforms and Laundry	2,397	6,000	6,000	6,000
2011	Training, Travel and Dues	9,182	10,700	10,700	10,700
2024	Electricity	24,449	31,800	28,700	28,700
2027	Water	2,312	1,400	2,300	2,300
2031	Telephone	75,125	63,400	74,000	74,000
2051	Gas and Lubrications	25,065	6,100	7,400	7,400
2101	Materials and Supplies	41,696	43,000	43,000	43,000
2150	Rents and Leases	15,851	18,800	18,800	18,800
2170	General Insurance	18,100	18,100	49,100	49,100
2201	Repairs and Maint. Automotive	954	5,500	5,500	5,500
2222	Repairs and Maint. Other	57,129	65,000	65,000	65,000
2281	Printing	5,476	6,000	6,000	6,000
2401	Contractual Services	296,614	296,300	296,300	296,300
	<b>Subtotal</b>	<b>574,350</b>	<b>572,100</b>	<b>612,800</b>	<b>612,800</b>

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

*Police Department  
General Fund/2101*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Capital Outlay</b>					
5408	(R) Nine Personal Computers			18,900	
5622	(A) Foray Digital Viewer & Software			6,000	
5622	(R) Three Servers			27,000	
5622	(R) Camera System Software			6,500	
5408	(R) EOC Cabinets			10,000	
5622	(R) Mobile Forensic Phone System			6,500	
	<b>Subtotal</b>	<b>41,960</b>	<b>19,000</b>	<b>74,900</b>	<b>0</b>
<b>Special Programs</b>					
8061	O.C. Human Relations Comm.	2,528	2,500	2,500	2,500
8971	IT Support	29,346			
	<b>Subtotal</b>	<b>31,874</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
	<b>Grand Total</b>	<b>\$3,043,262</b>	<b>\$3,082,200</b>	<b>\$3,294,800</b>	<b>\$3,219,900</b>

## *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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Police Chief	1	1	1	\$187,100	\$187,100	\$187,100
Police Lieutenant	1	1	1	135,100	135,100	135,100
Support Services Supervisor	1	1	1	113,400	113,400	113,400
Police Civilian Supervisor	1	1	1	99,700	88,900	88,900
Dispatcher	6	6	6	399,900	407,500	407,500
Sr. Dispatcher	4	4	4	323,600	323,600	323,600
Records Specialist	5	5	5	249,700	252,900	252,900
Administrative Assistant	1	1	1	65,400	65,400	65,400
Admin. Office Specialist	1	1	1	57,500	57,500	57,500
Police Fleet Coordinator	1	1	1	70,900	70,900	70,900
Bilingual Pay				3,600	2,700	2,700
Assignment Pay				13,100	12,600	12,600
<b>TOTAL</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>\$1,719,000</b>	<b>\$1,717,600</b>	<b>\$1,717,600</b>

**Field Services Division**Police Department  
General Fund/2102

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$3,346,238	\$3,551,400	\$3,516,400	\$3,516,400
1003	Salaries, Part Time	269,767	146,300	146,300	146,300
1006	Salaries, Overtime	314,655	281,900	281,900	281,900
1009	Salaries, Redistributed	26,900	26,900	26,800	26,800
1038	Sick Leave Payoff	53,900	60,600	56,700	56,700
1040	Vacation Payoff	66,800	85,000	90,600	90,600
1042	Comp Time Payoffs	11,100	16,600	15,500	15,500
1053	Holiday Allowance	106,321	94,300	94,300	94,300
1101	Retirement	1,163,165	1,029,100	1,201,300	1,201,300
1102	PERS-Side Fund	117,828	353,500	353,500	353,500
1103	P.A.R.S. Retirement	10,600	5,500	5,500	5,500
1201	Workers' Compensation	419,800	329,200	325,400	325,400
1300	Employee Group Insurance	386,800	410,400	446,400	446,400
1318	Medicare Insurance	49,901	50,600	53,100	53,100
	<b>Subtotal</b>	<b>6,343,773</b>	<b>6,441,300</b>	<b>6,613,700</b>	<b>6,613,700</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	37,925	37,000	37,000	37,000
2011	Training, Travel and Dues	2,798	4,200	4,200	4,200
2031	Telephone	1,509	1,200	1,500	1,500
2051	Gas and Lubrications	80,307	72,000	88,100	88,100
2101	Materials and Supplies	24,742	24,600	24,600	24,600
2150	Rents and Leases	140,100	154,100	164,800	164,800
2170	General Insurance	60,800	60,800	76,600	76,600
2201	Repairs and Maint. Auto.	60,219	69,000	69,000	69,000
2222	Repairs and Maint. Other	4,847	5,000	5,000	5,000
2281	Printing	2,088	2,000	2,000	2,000
2401	Contractual Services	3,068	3,400	3,400	3,400
	<b>Subtotal</b>	<b>418,403</b>	<b>433,300</b>	<b>476,200</b>	<b>476,200</b>
<b>Capital Outlay</b>					
5622	(R) Four Intoximeters			16,000	
5622	(R) Twenty Tasers			17,000	
	<b>Subtotal</b>	<b>93,696</b>	<b>0</b>	<b>33,000</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$6,855,872</b>	<b>\$6,874,600</b>	<b>\$7,122,900</b>	<b>\$7,089,900</b>

## *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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Police Captain	1	1	1	\$147,100	\$147,100	\$147,100
Police Lieutenant	3	3	3	405,200	405,200	405,200
Police Sergeant	5	5	5	566,900	565,100	565,100
Police Corporal	8	10	10	797,600	983,900	983,900
Police Officer	19	17	17	1,558,300	1,336,300	1,336,300
Education Incentive				73,600	77,000	77,000
Bilingual Pay				2,700	1,800	1,800
<b>TOTAL</b>	<b>36</b>	<b>36</b>	<b>36</b>	<b>\$3,551,400</b>	<b>\$3,516,400</b>	<b>\$3,516,400</b>

## Investigative Services Division

*Police Department  
General Fund/2104*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,207,612	\$1,177,700	\$1,138,200	\$1,138,200
1006	Salaries, Overtime*	77,269	74,400	74,400	74,400
1038	Sick Leave Payoff	19,900	22,000	17,000	17,000
1040	Vacation Payoff	20,400	16,000	17,300	17,300
1042	Comp Time Payoffs	1,400	7,100	3,800	3,800
1053	Holiday Allowance	15,925	19,100	19,100	19,100
1101	Retirement	377,121	317,900	360,100	360,100
1102	PERS-Side Fund	30,253	90,800	90,800	90,800
1201	Workers' Compensation	26,600	37,100	41,200	41,200
1300	Employee Group Insurance	149,800	148,200	161,200	161,200
1318	Medicare Insurance	13,332	15,400	14,800	14,800
	<b>Subtotal</b>	<b>1,939,611</b>	<b>1,925,700</b>	<b>1,937,900</b>	<b>1,937,900</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	2,325	4,500	4,500	4,500
2011	Training, Travel and Dues	4,596	5,000	5,000	5,000
2031	Telephone	2,847	1,200	2,900	2,900
2051	Gas and Lubrications	5,525	8,500	10,300	10,300
2101	Materials and Supplies	15,749	17,000	17,000	17,000
2150	Rents and Leases	22,820	33,600	33,600	33,600
2170	General Insurance	27,300	27,300	43,900	43,900
2201	Repairs and Maint. Auto.	3,257	8,500	8,500	8,500
2222	Repairs and Maint. Other	2,689	3,500	3,500	3,500
2281	Printing	951	2,000	2,000	2,000
2401	Contractual Services	51,678	60,000	60,000	60,000
	<b>Subtotal</b>	<b>139,738</b>	<b>171,100</b>	<b>191,200</b>	<b>191,200</b>
<b>Special Programs</b>					
8118	P.O.S.T. Reimb. Training	23,619	34,000	34,000	34,000
8244	D.A.R.E. Program	9,467			
	<b>Subtotal</b>	<b>33,087</b>	<b>34,000</b>	<b>34,000</b>	<b>34,000</b>
	<b>Grand Total</b>	<b>\$2,112,436</b>	<b>\$2,130,800</b>	<b>\$2,163,100</b>	<b>\$2,163,100</b>

\* Partly or fully funded by a police grant.

## 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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Police Sergeant	2	2	2	\$226,800	\$226,800	\$226,800
Police Corporal	5	3	3	498,500	299,100	299,100
Police Officer	2	4	4	176,600	339,900	339,900
Comm. Serv. Officer II		2	2		130,800	130,800
Comm. Serv. Officer I	3	1	1	185,700	61,900	61,900
Sr. Office Specialist	1	1	1	53,700	53,700	53,700
Education Incentive				25,600	15,200	15,200
Uniform Pay				10,800	10,800	10,800
<b>TOTAL</b>	13	13	13	\$1,177,700	\$1,138,200	\$1,138,200

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$360,528	\$354,900	\$354,900	\$354,900
1003	Salaries, Part Time	22,045	21,500	21,500	21,500
1006	Salaries, Overtime	2,155	2,000	2,000	2,000
1038	Sick Leave Payoff	1,600	2,700	2,100	2,100
1040	Vacation Payoff	3,000	4,300	5,200	5,200
1053	Holiday Allowance	8,913	9,500	9,500	9,500
1101	Retirement	60,148	73,100	85,100	85,100
1103	P.A.R.S. Retirement	827	800	800	800
1201	Workers' Compensation	3,700	2,900	2,900	2,900
1300	Employee Group Insurance	64,200	68,400	74,400	74,400
1318	Medicare Insurance	3,751	3,800	3,800	3,800
	<b>Subtotal</b>	<b>530,867</b>	<b>543,900</b>	<b>562,200</b>	<b>562,200</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	1,168	1,800	1,800	1,800
2011	Training, Travel and Dues	0	300	300	300
2021	Natural Gas	5,085	7,900	6,000	6,000
2024	Electricity	738	5,600	5,600	5,600
2027	Water	2,671	12,600	3,000	3,000
2031	Telephone	3,041	3,400	3,100	3,100
2051	Gas and Lubrications	1,659	6,500	8,000	8,000
2101	Materials and Supplies	21,942	22,000	22,000	22,000
2150	Rents and Leases	11,100	11,100	11,100	11,100
2170	General Insurance	16,700	16,700	4,500	4,500
2201	Repairs and Maint. Auto.	3,819	4,800	4,800	4,800
2222	Repairs and Maint. Other	11,363	5,000	5,000	5,000
2281	Printing	2,307	1,600	1,600	1,600
2401	Contractual Services	11,958	7,500	7,500	7,500
	<b>Subtotal</b>	<b>93,550</b>	<b>106,800</b>	<b>84,300</b>	<b>84,300</b>
<b>Capital Outlay</b>					
5622	Other Equipment	8,404			
	<b>Subtotal</b>	<b>8,404</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8243	Animal Shelter Donations	4,902	5,000	5,000	5,000
	<b>Subtotal</b>	<b>4,902</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
	<b>Grand Total</b>	<b>\$637,724</b>	<b>\$655,700</b>	<b>\$651,500</b>	<b>\$651,500</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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Kennel Manager	1	1	1	\$61,900	\$61,900	\$61,900
Animal Serv. Officer	3	3	3	185,700	185,700	185,700
Kennel Aide	2	2	2	107,300	107,300	107,300
<b>TOTAL</b>	6	6	6	\$354,900	\$354,900	\$354,900

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$393,587	\$400,300	\$404,900	\$404,900
1003	Salaries, Part Time	4,803	8,000	8,000	8,000
1006	Salaries, Overtime	333	3,200	3,200	3,200
1009	Salaries, Redistributed	98,800	98,800	98,800	98,800
1038	Sick Leave Payoff	3,200	1,800	900	900
1040	Vacation Payoff	5,000	3,600	3,700	3,700
1042	Comp Time Payoffs	600	600		
1053	Holiday Allowance	4,874	3,000	3,000	3,000
1101	Retirement	65,006	81,000	95,300	95,300
1103	P.A.R.S. Retirement	193	300	300	300
1201	Workers' Compensation	17,100	10,300	9,200	9,200
1300	Employee Group Insurance	74,900	79,800	86,800	86,800
1318	Medicare Insurance	4,985	5,200	5,200	5,200
	<b>Subtotal</b>	<b>673,381</b>	<b>695,900</b>	<b>719,300</b>	<b>719,300</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	2,556	2,000	2,000	2,000
2031	Telephone	4,410	6,900	5,000	5,000
2051	Gas and Lubrications	2,146	4,300	5,200	5,200
2101	Materials and Supplies	579	6,000	6,000	6,000
2150	Rents and Leases	20,100	20,000	20,000	20,000
2170	General Insurance	6,000	6,000	6,100	6,100
2201	Repairs and Maint. Auto.	3,358	6,000	6,000	6,000
2222	Repairs and Maint. Other	5,828	7,000	7,000	7,000
2281	Printing	5,020	7,000	7,000	7,000
2401	Contractual Services	96,663	115,000	115,000	115,000
	<b>Subtotal</b>	<b>146,661</b>	<b>180,200</b>	<b>179,300</b>	<b>179,300</b>
	<b>Grand Total</b>	<b>\$820,041</b>	<b>\$876,100</b>	<b>\$898,600</b>	<b>\$898,600</b>

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

<u><b>Position Title</b></u>	<i><b>No. of Positions</b></i>			<i><b>Salaries</b></i>		
	<b>Adopted Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2010-11</b>	<b>2011-12</b>	<b>2011-12</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2011-12</b>
Parking Control Officer	5	5	5	\$284,200	\$284,200	\$284,200
Computer Operator	1	1	1	58,700	59,400	59,400
Records Specialist	1	1	1	53,700	57,500	57,500
Bilingual Pay				900	900	900
Assignment Pay				2,800	2,900	2,900
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>\$400,300</b>	<b>\$404,900</b>	<b>\$404,900</b>

# Fire Department

The Fire Department is organized into two budgetary divisions, Fire Operations/Training and Fire Prevention. The Department responds to approximately 3000 requests for emergency service. The majority (50%) of these incidents are emergency medical related. Responses to fires in buildings, vehicles or the wild land account for another 15% of the Department's emergency responses; 15% of emergency responses are rescues involving trapped persons as a result of vehicle accidents, falls from a cliff, construction site accidents, and weather related incidents. The Department also responds to spills and releases of hazardous materials, public service and other miscellaneous requests, which account for the remaining 20% of the Fire Department's incident responses. The Department maintains a fully-equipped emergency response force of twelve firefighters on duty, at all times, assigned to suppression; in addition to 4 staff personnel, 15 reserve firefighters, and an administrative secretary. A description of services provided by each division is as follows:

**Operations/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 a reserve unit as backup at Stations One and Four. 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 also 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 State of California Emergency Management Agency (CalEMA) which is activated as part of the mutual aid system in the case of a major wildland fire or other emergency. The Department has seventeen personnel with paramedic training who staff two paramedic engine companies that respond from Station One and Station Four. These engine companies have specialized equipment for medical emergency incidents and at least two of the three firefighters are paramedics. Firefighter/Paramedics respond to all medical emergencies within the City. In addition to fire suppression and paramedic responsibilities, fire personnel are involved in a number of other activities. They maintain the stations and associated equipment, participate in skills maintenance-training programs, and conduct fire prevention inspections annually in local businesses as well as residences adjacent to open space areas.

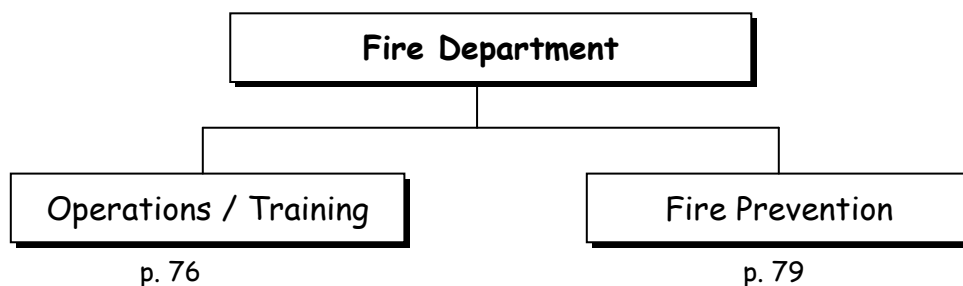
**Fire Prevention Division** - The Fire Prevention Division manages the daily fire prevention activities and inspections of the engine companies; the plan review and new construction process; supervises the fire investigators; and oversees the vegetation management programs.

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 the training and professional development of all personnel.
- Continue to review and enhance Fire Department communications systems and dispatch procedures.
- Enhance Firefighter safety through the use of new technologies available now and in the future.
- Enhance the Information Technology capabilities of the Fire Department through improvements in telecommunications, network connections, and software and hardware acquisitions where applicable.
- Improve service delivery, data collection and continuous quality improvement through the use of electronic and automated systems.
- Address the repairs needed to the Fire Department's facilities and fire stations through the establishment of priorities in concert with funding availabilities.

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:



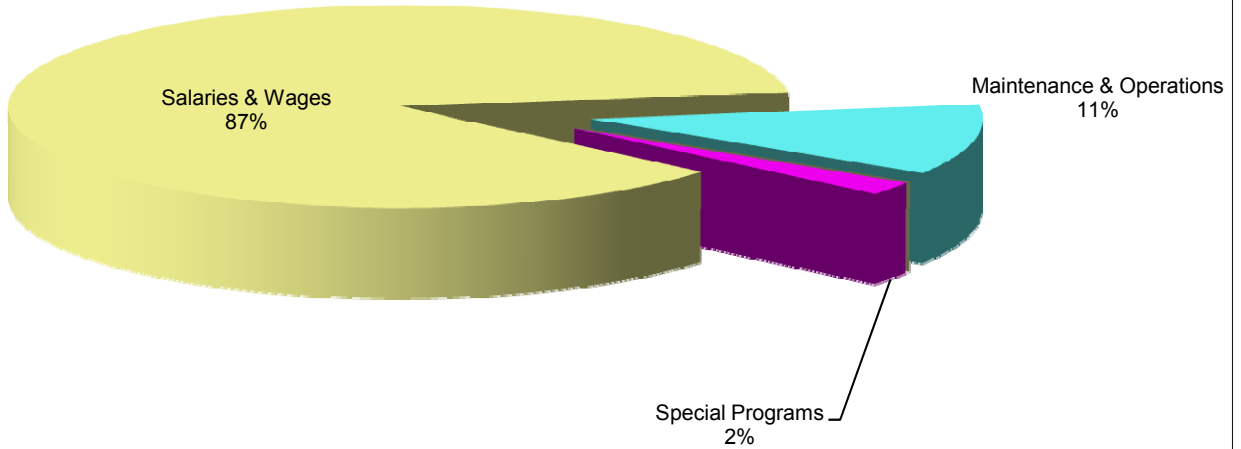
**Fire Department**

**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>	\$8,121,200	\$991,500				<b>\$9,112,700</b>
<b>Fire Prevention</b>	274,200	91,500		\$207,000		<b>\$572,700</b>
<b>Department Total</b>	<b>\$8,395,400</b>	<b>\$1,083,000</b>	<b>\$0</b>	<b>\$207,000</b>	<b>\$0</b>	<b>\$9,685,400</b>

**Summary By Category Total**



## Fire Department Budget Detail

## All Divisions

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$4,151,087	\$4,450,700	\$4,456,100	\$4,423,400
1003	Salaries, Part Time	99,370	46,600	47,700	46,400
1006	Salaries, Overtime	975,653	970,700	982,800	970,700
1007	Salaries, Overtime-Mutual Aid	82,071			
1038	Sick Leave Payoff	40,700	37,200	86,300	86,300
1040	Vacation Payoff	83,100	81,500	90,800	90,800
1042	Comp Time Payoffs	100	100	1,100	1,100
1059	Residency Incentive	32,676	29,000	22,100	33,100
1101	Retirement	1,414,782	1,275,600	1,505,600	1,494,700
1102	PERS-Side Fund	116,856	350,600	350,600	350,600
1103	P.A.R.S. Retirement	3,699	1,800	1,800	1,800
1201	Workers' Compensation	357,300	310,200	321,500	321,500
1300	Employee Group Insurance	438,700	467,400	508,400	508,400
1318	Medicare Insurance	57,368	67,100	67,200	66,600
	<b>Subtotal</b>	<b>7,853,461</b>	<b>8,088,500</b>	<b>8,442,000</b>	<b>8,395,400</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	76,829	77,400	77,200	77,200
2011	Training, Travel and Dues	64,471	60,800	59,200	59,200
2021	Natural Gas	3,310	4,100	3,500	3,500
2024	Electricity	23,325	21,400	22,400	22,400
2027	Water	4,456	5,800	5,500	5,500
2031	Telephone	27,786	31,600	28,300	28,300
2051	Gas and Lubrications	46,256	52,200	70,000	70,000
2101	Materials and Supplies	73,329	69,900	69,100	69,100
2110	Paramedic Medical Supplies	46,121	45,800	48,000	48,000
2150	Rents and Leases	223,200	229,100	230,400	230,400
2170	General Insurance	65,300	65,300	65,500	65,500
2201	Repairs and Maint. Auto.	97,512	111,100	110,100	110,100
2222	Repairs and Maint. Other	53,624	65,900	65,900	65,900
2281	Printing	4,636	6,000	6,000	6,000
2401	Contractual Services	236,278	246,600	215,900	221,900
	<b>Subtotal</b>	<b>1,046,431</b>	<b>1,093,000</b>	<b>1,077,000</b>	<b>1,083,000</b>

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

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

Account	Actual	Adopted	Department	Adopted
No.    Account Title	Expenditures	Budget	Request	Budget
	2009-10	2010-11	2011-12	2011-12
<b><u>Capital Outlay</u></b>				
5305	Improvements Other Than Bldgs.	7,675	9,000	
5408	Office Furniture & Equipment		19,300	
5622	Other Equipment	117,814	101,700	
	<b>Subtotal</b>	<b>125,489</b>	<b>0</b>	<b>130,000</b>
				<b>0</b>
<b><u>Special Programs</u></b>				
	Special Programs	194,997	196,000	207,000
	<b>Subtotal</b>	<b>194,997</b>	<b>196,000</b>	<b>207,000</b>
	<b>Grand Total</b>	<b>\$9,220,378</b>	<b>\$9,377,500</b>	<b>\$9,856,000</b>
			<b>\$9,685,400</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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Fire Chief	1	1	1	\$187,100	\$187,100	\$187,100
Deputy Chief	1	1	1	\$147,100	147,100	147,100
Fire Battalion Chief	1			147,100		
Fire Division Chief	1	2	2	147,100	294,200	294,200
Fire Captain	12	12	12	1,284,700	1,266,200	1,266,200
Fire Engineer	12	12	12	1,089,400	1,093,600	1,093,600
Firefighter	12	12	12	890,200	897,100	897,100
Administrative Assistant	1	1	1	65,400	65,400	65,400
Acting Pay				21,000	39,800	21,000
Education Pay				71,700	74,200	74,200
Holiday Pay				138,100	141,200	141,200
Paramedic Pay				236,800	250,200	236,300
Certification Pay				25,000		
<b>TOTAL</b>	<b>41</b>	<b>41</b>	<b>41</b>	<b>\$4,450,700</b>	<b>\$4,456,100</b>	<b>\$4,423,400</b>

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$4,003,989	\$4,303,600	\$4,309,000	\$4,276,300
1003	Salaries, Part Time	80,427	26,600	26,400	26,400
1006	Salaries, Overtime	975,653	970,700	982,800	970,700
1007	Salaries, Overtime-Mutual Aid	82,071			
1038	Sick Leave Payoff	37,100	33,200	82,500	82,500
1040	Vacation Payoff	68,400	64,600	71,200	71,200
1042	Comp Time Payoffs	100	100	1,100	1,100
1059	Residency Incentive	25,336	21,600	14,700	25,700
1101	Retirement	1,366,322	1,234,200	1,456,800	1,445,900
1102	PERS-Side Fund	113,350	340,100	340,100	340,100
1103	P.A.R.S. Retirement	2,989	1,000	1,000	1,000
1201	Workers' Compensation	356,000	308,900	320,200	320,200
1300	Employee Group Insurance	428,000	456,000	496,000	496,000
1318	Medicare Insurance	54,853	64,600	64,600	64,100
	<b>Subtotal</b>	<b>7,594,589</b>	<b>7,825,200</b>	<b>8,166,400</b>	<b>8,121,200</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	71,008	73,900	73,900	73,900
2011	Training, Travel and Dues	55,944	51,600	51,600	51,600
2021	Natural Gas	3,310	4,100	3,500	3,500
2024	Electricity	23,325	21,400	22,400	22,400
2027	Water	4,456	5,800	5,500	5,500
2031	Telephone	27,786	31,600	28,300	28,300
2051	Gas and Lubrications	40,936	47,800	64,600	64,600
2101	Materials and Supplies	65,829	62,800	62,800	62,800
2110	Paramedic Medical Supplies	46,121	45,800	48,000	48,000
2150	Rents and Leases	214,404	217,000	218,300	218,300
2170	General Insurance	63,300	63,300	63,500	63,500
2201	Repairs and Maint. Auto.	93,556	105,800	105,800	105,800
2222	Repairs and Maint. Other	53,624	65,900	65,900	65,900
2281	Printing	3,682	4,300	4,300	4,300
2401	Contractual Services	118,245	200,800	167,100	173,100
	<b>Subtotal</b>	<b>885,525</b>	<b>1,001,900</b>	<b>985,500</b>	<b>991,500</b>

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

*Fire Department  
General Fund/2401*

Account		Actual	Adopted	Department	Adopted
No.	Account Title	Expenditures	Budget	Request	Budget
		2009-10	2010-11	2011-12	2011-12
<b>Capital Outlay</b>					
5622	(R) 800 Mhz Mobile Radio			8,000	
5622	(A) VHF Mobile Radio			4,000	
5622	(A) Communications Headset System			10,000	
5622	(R) Thirteen MDC Wireless Routers			26,200	
5622	(R) Twelve MD Computers			48,000	
5622	(R) Firehouse Server			8,000	
5622	(A) Two Safety Exercise Racks			2,400	
5622	(R) Four Cardio Exercise Equipment			4,900	
5408	(A) Symposium Training Device			3,500	
5408	(R) Desk & Office Equipment			6,000	
5305	(R) Stove/Oven for Station 1			9,000	
	<b>Subtotal</b>	<b>125,489</b>	<b>0</b>	<b>130,000</b>	<b>0</b>
<b>Special Programs</b>					
8113	Battalion Chief Converting Study		25,000		
	<b>Subtotal</b>	<b>0</b>	<b>25,000</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$8,605,602</b>	<b>\$8,852,100</b>	<b>\$9,281,900</b>	<b>\$9,112,700</b>

## *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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Fire Chief	1	1	1	\$187,100	\$187,100	\$187,100
Fire Deputy Chief	1	1	1	147,100	147,100	147,100
Fire Battalion Chief	1			147,100		
Fire Division Chief		1	1		147,100	147,100
Fire Captain	12	12	12	1,284,700	1,266,200	1,266,200
Fire Engineer	12	12	12	1,089,400	1,093,600	1,093,600
Firefighter	12	12	12	890,200	897,100	897,100
Administrative Assistant	1	1	1	65,400	65,400	65,400
Acting Pay				21,000	39,800	21,000
Education Pay				71,700	74,200	74,200
Holiday Pay				138,100	141,200	141,200
Paramedic Pay				236,800	250,200	236,300
Certification Pay				25,000		
<b>TOTAL</b>	40	40	40	\$4,303,600	\$4,309,000	\$4,276,300

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$147,099	\$147,100	\$147,100	\$147,100
1003	Salaries, Part Time	18,943	20,000	21,300	20,000
1038	Sick Leave Payoff	3,600	4,000	3,800	3,800
1040	Vacation Payoff	14,700	16,900	19,600	19,600
1059	Residency Incentive	7,340	7,400	7,400	7,400
1101	Retirement	48,460	41,400	48,800	48,800
1102	PERS-Side Fund	3,506	10,500	10,500	10,500
1103	P.A.R.S. Retirement	710	800	800	800
1201	Workers' Compensation	1,300	1,300	1,300	1,300
1300	Employee Group Insurance	10,700	11,400	12,400	12,400
1318	Medicare Insurance	2,515	2,500	2,600	2,500
	<b>Subtotal</b>	<b>258,873</b>	<b>263,300</b>	<b>275,600</b>	<b>274,200</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	5,821	3,500	3,300	3,300
2011	Training, Travel and Dues	8,527	9,200	7,600	7,600
2051	Gas and Lubrications	5,319	4,400	5,400	5,400
2101	Materials and Supplies	7,500	7,100	6,300	6,300
2150	Rents and Leases	8,796	12,100	12,100	12,100
2170	General Insurance	2,000	2,000	2,000	2,000
2201	Repairs and Maint. Auto.	3,956	5,300	4,300	4,300
2281	Printing	954	1,700	1,700	1,700
2401	Contractual Services	118,033	45,800	48,800	48,800
	<b>Subtotal</b>	<b>160,906</b>	<b>91,100</b>	<b>91,500</b>	<b>91,500</b>
<b>Special Programs</b>					
8040	Fuel Modification Program	145,767	131,800	167,800	167,800
8301	Hazardous Materials Mitigation	15,982	9,200	9,200	9,200
8804	Weed Abatement-Private Lots	33,248	30,000	30,000	30,000
	<b>Subtotal</b>	<b>194,997</b>	<b>171,000</b>	<b>207,000</b>	<b>207,000</b>
	<b>Grand Total</b>	<b>\$614,776</b>	<b>\$525,400</b>	<b>\$574,100</b>	<b>\$572,700</b>

## *Fire Prevention Position Summary*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Fire Division Chief	1	1	1	\$147,100	\$147,100	\$147,100
<b>TOTAL</b>	1	1	1	\$147,100	\$147,100	\$147,100

# Marine Safety Department

The Marine Safety Department is responsible for 5.5 miles of City coastline and 16.5 miles of ocean. Marine Safety has seven full-time positions and one regular part-time position: a Marine Safety Chief, one Captain, two Lieutenants, three Marine Safety Officers, and a regular part-time Marine Protection Officer. During the course of the year the Marine Safety Department is augmented with three Recurrent Hourly Lifeguards and one hundred Seasonal Ocean Lifeguards. The Marine Safety Department provides 24-hour lifeguard service 365 days a year. Marine Safety's primary duties include: ocean rescue, emergency medical response, accident prevention, ordinance enforcement, and public assistance. The Department also provides technical rescue response in scuba search-and-rescue/recovery, coastal cliff rescue, and backcountry extrication. During an average year, Marine Safety personnel rescue 3,500 individuals from the ocean and provide medical attention to another 4,000 people. The Marine Safety staff enforces beach and marine-related municipal ordinances along with state codes, averaging 170,000 enforcements annually.

The Marine Safety Department is organized into four functional divisions: Field Operations Level 1 (summer deployment), Junior Lifeguards, Field Operations Level 2 & 3 (non-summer deployment), Marine Education and Enforcement.

**Field Operation Level 1 (Summer Deployment)** - Summer deployment consists of 48 positions per day providing ocean lifeguard coverage to the City beaches and Irvine Cove. The Department's summer operation is structured into four geographic and two functional divisions.

- Division 1 ranges from Irvine Cove to Rock Pile Beach and is covered by eight lifeguard towers, a rescue patrol vehicle, and two supervisors.
- Division 2 is Main Beach, with its six lifeguard towers, and the base of operations for the tower lifeguard relief deployment. Division 2 utilizes up to three supervisors.
- Division 3 covers Sleepy Hollow Beach to Pearl Street, an area overseen by lifeguards in seven towers and two supervisors in a rescue patrol vehicle.
- Division 4 extends from Woods Cove to Treasure Island; guards in seven towers and two supervisors in a rescue patrol vehicle are responsible for that stretch.
- Division 5, the first of two functional divisions—includes marine safety dispatching; department administration; Ocean Lifeguard I, II and III training; and field maintenance for the department.
- Division 6, the other functional division, oversees marine ordinance enforcement, patrol, and public education and marine protection.

**Junior Lifeguards** - This program educates and instructs the youth of Laguna Beach and surrounding cities in ocean awareness and aquatic safety, marine ecology, rudimentary first aid, and responsible enjoyment of our coastal resources. Each year approximately 450 young people between the ages of 8 and 15 participate in the program. A cadre of experienced Ocean Lifeguard I's serve as instructors, youth aides assist the Ocean Lifeguard I instructors, and the program is coordinated by an Ocean Lifeguard III.

**Field Operations Levels 2/3 and Training (Non-Summer Deployment)** - Level 2/3 deployment starts the day after Labor Day and continues through the third week of June the following year. Operations during non-summer months consist of 8 full-time marine safety personnel, 3 Recurrent Hourly Lifeguards, and approximately 20 Ocean Lifeguards. A Level 2/3 deployment schedule is utilized to address varying seasonal and weekend demands. Field Operations include patrol, emergency rescue, 24-hour response, enforcement of beach and related municipal ordinances and state codes. Annual maintenance of Department equipment is performed at this time of year. During Level 2 & 3 staffing, the Marine Safety Department completes the majority of the year's training in four specific disciplines: Marine Safety Officer certification training, technical rescue training, pre-summer Ocean Lifeguard I, II, III training, and the Rookie Lifeguard Academy.

**Marine Education and Enforcement** - The Marine Protection Officer patrols beaches issuing warnings and citations regarding marine violations. During certain times of the year, Tide Pool Educators and volunteer Tidewater Docents assist the Marine Safety Department in educating beach patrons and school groups about the delicate balance of the intertidal zone. Marine Safety personnel perform educational outreach as well as oversee the enforcement of marine ordinances.

**Major Initiatives:**

- Coordinate the design of the Marine Safety Headquarters
- Continue the replacement of lifeguard chairs with lifeguard towers that provide sustained protection from the environment
- Continue to evaluate Ocean Lifeguard recruitment procedure in order to facilitate consistent staffing of Levels 1 and 2
- Update and enhance instructional techniques used in the Rookie Lifeguard Academy

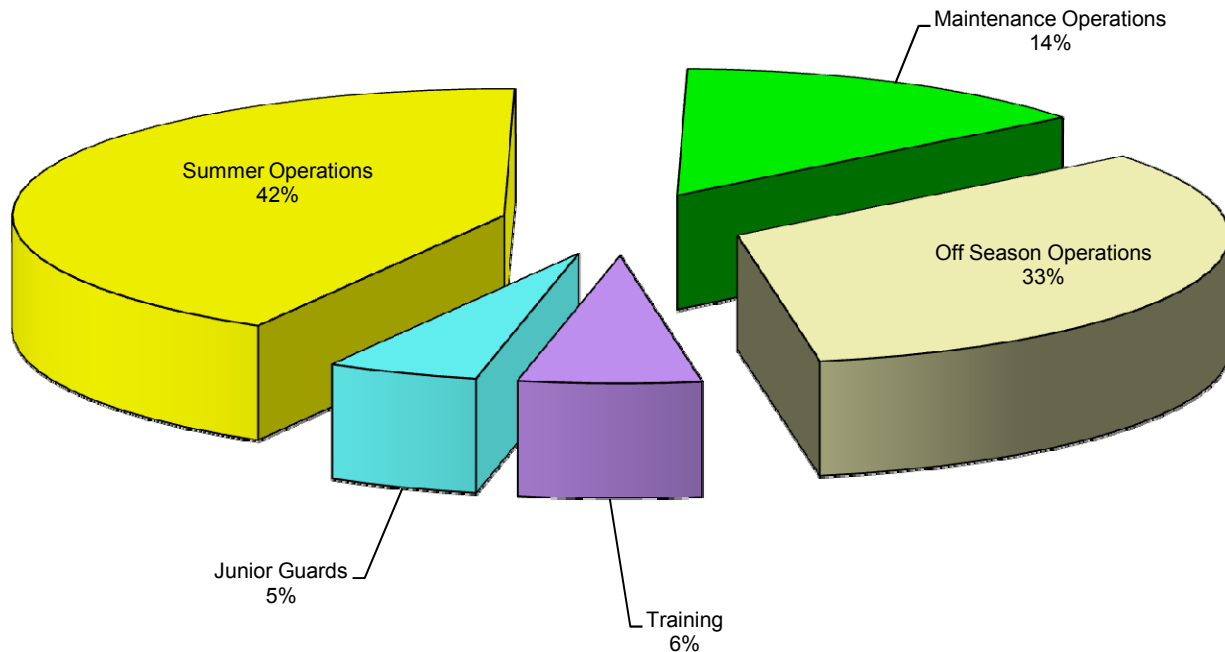


# Marine Safety Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Marine Safety	\$2,064,500	\$331,100				\$2,395,600
Department Total	\$2,064,500	\$331,100	\$0	\$0	\$0	\$2,395,600

## Summary By Operation Total



## Marine Safety Department Budget Detail

**General Fund/2601**

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$632,069	\$673,500	\$677,000	\$677,000
1003	Salaries, Part Time	789,219	825,000	825,800	825,800
1004	Tidepool, Part Time	91	1,500	4,500	4,500
1006	Salaries, Overtime	101,476	112,900	112,900	112,900
1038	Sick Leave Payoff	5,600	9,000	18,800	18,800
1040	Vacation Payoff	3,900	7,600	7,600	7,600
1042	Comp Time Payoffs	1,100	1,100	400	400
1053	Holiday Allowance	883			
1101	Retirement	173,276	168,200	202,400	202,400
1102	PERS-Side Fund	9,609	28,000	28,800	28,800
1103	P.A.R.S. Retirement	37,414	31,000	31,200	31,200
1201	Workers' Compensation	20,100	30,800	38,600	38,600
1300	Employee Group Insurance	85,600	91,200	93,000	93,000
1318	Medicare Insurance	22,126	23,500	23,500	23,500
	<b>Subtotal</b>	<b>1,882,463</b>	<b>2,003,300</b>	<b>2,064,500</b>	<b>2,064,500</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	37,113	35,900	35,900	35,900
2011	Training, Travel and Dues	18,539	11,100	11,100	11,100
2021	Natural Gas	565	800	600	600
2024	Electricity	3,876	800	3,800	3,800
2027	Water	11,535	200	11,000	11,000
2031	Telephone	14,813	18,900	15,000	15,000
2051	Gas and Lubrications	8,298	11,500	14,100	14,100
2101	Materials and Supplies	70,351	68,500	65,000	65,000
2150	Rents and Leases	70,596	70,600	90,100	77,000
2170	General Insurance	19,200	19,200	19,100	19,100
2201	Repairs and Maint. Auto.	13,422	8,800	8,800	8,800
2222	Repairs and Maint. Other	29,367	29,000	29,000	29,000
2281	Printing	1,661	1,200	1,200	1,200
2401	Contractual Services	33,424	39,500	39,500	39,500
	<b>Subtotal</b>	<b>332,759</b>	<b>316,000</b>	<b>344,200</b>	<b>331,100</b>
<b>Capital Outlay</b>					
5622	(R) Four Defibrillators			7,200	
5622	(A) Two Hand Held Radios			9,000	
5622	(A) Mobile Radio			5,600	
5622	(R) Pressure Washer			1,800	
5408	(R) Two Computers			3,800	
5622	(A) Two Wave Runners			39,000	
5622	(R) Two Lifeguard Tower Stairs			4,800	
	<b>Subtotal</b>	<b>86,983</b>	<b>0</b>	<b>71,200</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$2,302,205</b>	<b>\$2,319,300</b>	<b>\$2,479,900</b>	<b>\$2,395,600</b>

*Prior years capital items  
shown in totals only*

**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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Chief of Marine Safety	1	1	1	\$135,100	\$135,100	\$135,100
Marine Safety Captain	1	1	1	101,500	101,500	101,500
Marine Safety Lieutenant	2	2	2	170,300	174,400	174,400
Marine Safety Officer	3	3	3	218,200	225,500	225,500
Marine Protection Officer	0.6	0.5	0.5	47,400	39,500	39,500
Uniform Allowance				1,000	1,000	1,000
<b>TOTAL</b>	7.6	7.5	7.5	\$673,500	\$677,000	\$677,000



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# 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 51 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 92 separate parks and facilities totaling more than 75 acres. There are approximately 60,000 square feet of City buildings, including 12 public restrooms throughout the City. Additional part-time staff assists with litter control and downtown cleanup. The City contracts with private companies for custodial services at City Hall, Lang Park, Corporation Yard 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 10 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 100 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.

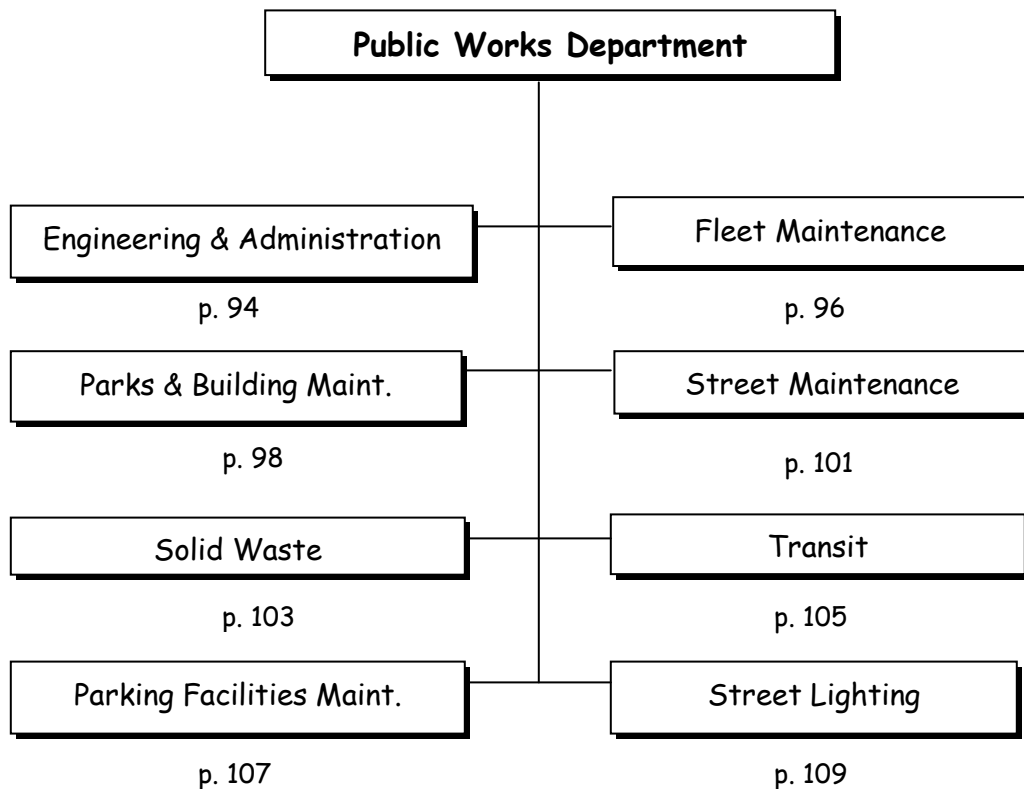
**Parking Facilities Maintenance** - This division has three employees who maintain more than 2,100 street parking meters and eight parking lots. Functions include installation, maintenance and replacement of meters, parking permit machines, and change machines. In addition, the division collects meter 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 San Diego Gas and Electric.

## Major Initiatives:

- Beautify parkways on Broadway between Forest Avenue and the Transportation Center.
- Slurry seal streets in North Laguna and Temple Hills Drive.
- Repair parking structure on Glenneyre Street.
- Place overhead utilities on Mar Vista Avenue underground.
- Construct new beach stairway and storm drain on Circle Way.
- Upgrade heating, ventilation and roofing at City Hall.
- Stabilize the slope behind City Hall.
- Reconstruct Laguna Canyon Channel between South Coast Highway and the beach.

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:

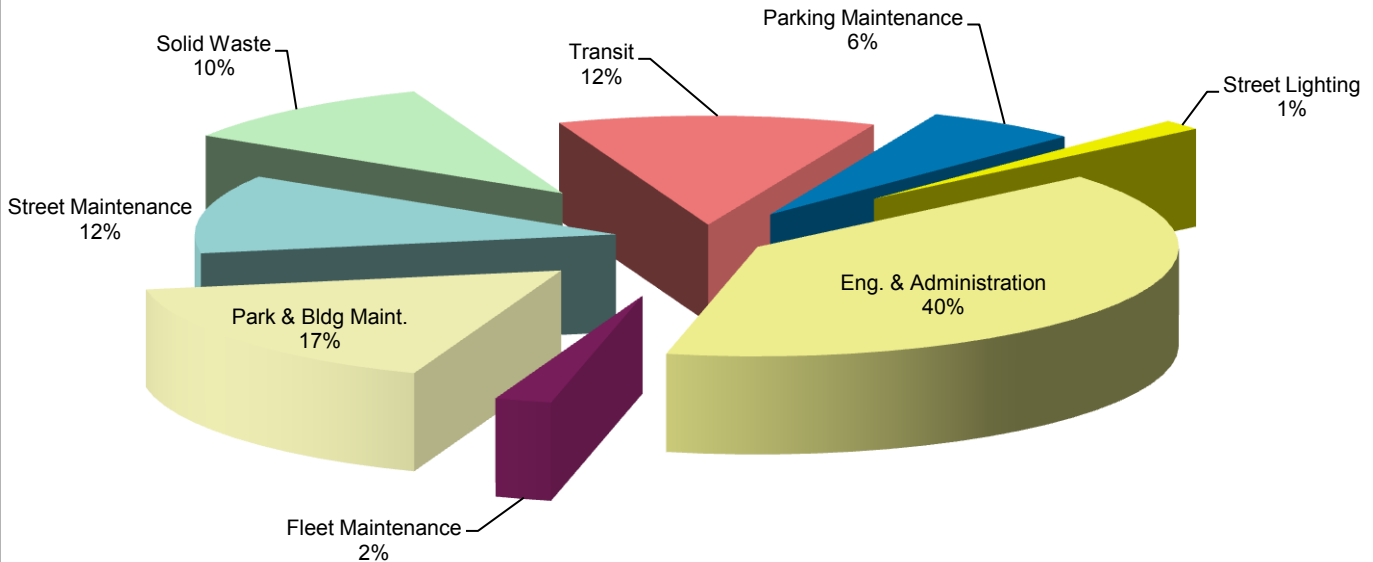


# Public Works Department Budget Summary

*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>	\$1,215,700	\$85,700			\$6,390,000	<b>\$7,691,400</b>
<b>Fleet Maintenance</b>	330,000	94,700				<b>\$424,700</b>
<b>Park &amp; Bldg Maint.</b>	1,958,300	1,215,900		45,000		<b>\$3,219,200</b>
<b>Street Maintenance</b>	1,162,700	1,102,100				<b>\$2,264,800</b>
<b>Solid Waste</b>	111,400	1,856,300		44,700		<b>\$2,012,400</b>
<b>Transit</b>	1,331,200	890,100		151,400		<b>\$2,372,700</b>
<b>Parking Facilities Maint.</b>	448,100	517,500		178,000		<b>\$1,143,600</b>
<b>Street Lighting</b>	18,600	248,700		35,000		<b>\$302,300</b>
<b>Department Total</b>	<b>\$6,576,000</b>	<b>\$6,011,000</b>	<b>\$0</b>	<b>\$454,100</b>	<b>\$6,390,000</b>	<b>\$19,431,100</b>

## Summary By Division Total





**Public Works Department  
Budget Detail**

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$3,783,884	\$3,850,900	\$3,658,700	\$3,658,700
1003	Salaries, Part Time	719,433	810,200	810,700	810,700
1006	Salaries, Overtime	169,576	221,000	221,400	221,400
1009	Salaries, Redistributed	36,400	36,500	36,600	36,600
1038	Sick Leave Payoff	52,226	47,500	50,500	50,500
1040	Vacation Payoff	47,758	47,200	62,600	62,600
1042	Comp Time Payoffs	2,900	4,600	4,000	4,000
1053	Holiday Allowance	1,480			
1101	Retirement	582,441	766,700	853,700	853,700
1103	P.A.R.S. Retirement	7,102	30,400	30,600	30,600
1201	Workers' Compensation	223,400	169,500	154,400	154,400
1300	Employee Group Insurance	588,400	616,600	632,400	632,400
1318	Medicare Insurance	48,261	60,500	60,400	60,400
	<b>Subtotal</b>	<b>6,263,261</b>	<b>6,661,600</b>	<b>6,576,000</b>	<b>6,576,000</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	33,374	34,600	33,900	33,100
2011	Training, Travel and Dues	17,339	25,600	25,500	25,200
2021	Natural Gas	9,924	6,900	7,700	7,700
2024	Electricity	293,097	301,200	304,200	304,200
2027	Water	140,507	145,500	144,900	144,900
2031	Telephone	35,400	24,300	33,900	33,900
2051	Gas and Lubrications	175,105	363,200	445,000	445,000
2101	Materials and Supplies	1,035,866	688,500	633,100	633,100
2150	Rents and Leases	562,666	600,900	559,200	559,200
2170	General Insurance	153,500	153,500	207,600	207,600
2201	Repairs and Maint. Automotive	194,101	217,100	226,000	226,000
2222	Repairs and Maint. Other	164,737	189,200	189,200	189,200
2281	Printing	29,660	50,100	50,100	50,100
2302	Legal Advertising		400	400	400
2401	Contractual Services	2,650,146	2,794,000	2,879,200	2,875,200
2432	Postage	4,131	6,000	6,000	6,000
2508	Vehicle Cost Redistribution	(71,707)	(62,000)	(62,000)	(62,000)
2804	Costs Redistributed	485,732	332,900	332,200	332,200
	Depreciation	330,125			
	<b>Subtotal</b>	<b>6,243,703</b>	<b>5,871,900</b>	<b>6,016,100</b>	<b>6,011,000</b>

***Public Works Department  
Budget Detail***

***All  
Divisions***

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	11,989	4,300	3,400	
5622	Other Equipment	53,290		39,000	
5625	Trolley Rehabilitation	58,044			
	<b>Subtotal</b>	<b>123,324</b>	<b>4,300</b>	<b>42,400</b>	<b>0</b>
<b><u>Special Programs</u></b>					
	Special Programs	559,662	462,400	454,100	454,100
	<b>Subtotal</b>	<b>559,662</b>	<b>462,400</b>	<b>454,100</b>	<b>454,100</b>
<b><u>Capital Improvements</u></b>					
	Capital Improvement Projects	3,558,740	6,690,000	6,390,000	6,390,000
	<b>Subtotal</b>	<b>3,558,740</b>	<b>6,690,000</b>	<b>6,390,000</b>	<b>6,390,000</b>
	<b>Grand Total</b>	<b>\$16,748,690</b>	<b>\$19,690,200</b>	<b>\$19,478,600</b>	<b>\$19,431,100</b>

**Public Works Department  
Position Summary**

**All  
Divisions**

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Director of Public Works/City Eng.	1	1	1	\$187,100	\$187,100	\$187,100
Assistant City Engineer	1	1	1	147,100	147,100	147,100
Deputy Director Public Works	1	2	2	135,100	270,200	270,200
Parks & Buildings Manager	1			135,100		
Project Director	1	1	1	135,100	135,100	135,100
Associate Engineer	1	1	1	100,900	100,900	100,900
Administrative Analyst	1	1	1	71,700	71,700	71,700
Project Manager	2	2	2	195,700	195,700	195,700
Administrative Assistant	2	2	2	130,800	130,800	130,800
PW Technician	1	1	1	48,600	50,900	50,900
Equipment Mechanic	3	3	3	207,700	195,100	195,100
Maint Lead Worker	6	6	6	441,300	441,300	441,300
Maintenance Worker II	3	2	2	190,900	123,800	123,800
Maintenance Worker I	12	11	11	591,900	547,400	547,400
Parks Gardener	7	6	6	418,900	359,500	359,500
Equipment Operator	2	2	2	122,000	124,900	124,900
Motor Sweeper Operator	2	2	2	127,400	130,500	130,500
Senior Fleet Maint Supervisor	1	1	1	97,800	80,500	80,500
Maintenance Supervisor	1	1	1	88,900	88,900	88,900
Traffic Maintenance Tech.	1	1	1	65,400	65,400	65,400
Custodian	1	1	1	45,000	47,300	47,300
Lead Bus Driver	1	1	1	65,400	65,400	65,400
Bus Driver	2	2	2	101,100	99,200	99,200
<b>TOTAL</b>	<b>54</b>	<b>51</b>	<b>51</b>	<b>\$3,850,900</b>	<b>\$3,658,700</b>	<b>\$3,658,700</b>

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$808,349	\$896,700	\$896,700	\$896,700
1006	Salaries, Overtime	388	10,000	10,000	10,000
1009	Salaries, Redistributed	(54,100)	(54,200)	(54,200)	(54,200)
1038	Sick Leave Payoff	19,500	16,100	19,000	19,000
1040	Vacation Payoff	24,700	18,300	18,200	18,200
1101	Retirement	128,544	179,400	208,600	208,600
1201	Workers' Compensation	6,300	6,500	6,500	6,500
1300	Employee Group Insurance	85,600	91,200	99,200	99,200
1318	Medicare Insurance	10,147	11,700	11,700	11,700
	<b>Subtotal</b>	<b>1,029,428</b>	<b>1,175,700</b>	<b>1,215,700</b>	<b>1,215,700</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	9,303	13,500	13,800	13,500
2021	Natural Gas	1,049	1,300	1,000	1,000
2024	Electricity	5,099	6,200	5,300	5,300
2027	Water	485	1,300	1,100	1,100
2031	Telephone	9,796	15,300	11,000	11,000
2051	Gas and Lubrications	1,406	1,800	2,600	2,600
2101	Materials and Supplies	10,557	11,000	10,600	10,600
2150	Rents and Leases	10,596	10,600	10,600	10,600
2170	General Insurance	9,900	9,900	10,100	10,100
2222	Repairs and Maint. Other	71	1,000	1,000	1,000
2281	Printing	587	3,500	3,500	3,500
2302	Legal Advertising		400	400	400
2401	Contractual Services	102,543	21,000	15,000	15,000
	<b>Subtotal</b>	<b>161,392</b>	<b>96,800</b>	<b>86,000</b>	<b>85,700</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	2,099	2,400		
	<b>Subtotal</b>	<b>2,099</b>	<b>2,400</b>	<b>0</b>	<b>0</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects	3,558,740	6,590,000	6,390,000	6,390,000 *
	<b>Subtotal</b>	<b>3,558,740</b>	<b>6,590,000</b>	<b>6,390,000</b>	<b>6,390,000</b>
	<b>Grand Total</b>	<b>\$4,751,658</b>	<b>\$7,864,900</b>	<b>\$7,691,700</b>	<b>\$7,691,400</b>

\* Represents fifteen 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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Director of Public Works/City Eng.	1	1	1	\$187,100	\$187,100	\$187,100
Assistant City Engineer	1	1	1	147,100	147,100	147,100
Project Director	1	1	1	135,000	135,100	135,100
Associate Engineer	1	1	1	100,900	100,900	100,900
Project Manager	2	2	2	195,800	195,700	195,700
Administrative Assistant	2	2	2	130,800	130,800	130,800
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>\$896,700</b>	<b>\$896,700</b>	<b>\$896,700</b>

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$205,295	\$207,700	\$195,100	\$195,100
1006	Salaries, Overtime	33,261	30,000	30,000	30,000
1038	Sick Leave Payoff	5,700	8,200	7,100	7,100
1040	Vacation Payoff	6,100	7,800	9,900	9,900
1101	Retirement	33,573	41,900	45,600	45,600
1201	Workers' Compensation	1,700	1,800	1,800	1,800
1300	Employee Group Insurance	32,100	34,200	37,200	37,200
1318	Medicare Insurance	3,432	3,400	3,300	3,300
	<b>Subtotal</b>	<b>321,161</b>	<b>335,000</b>	<b>330,000</b>	<b>330,000</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	3,037	3,000	3,500	3,500
2011	Training, Travel and Dues	4,700	5,300	5,300	5,300
2021	Natural Gas	3,306	2,700	2,600	2,600
2024	Electricity	6,857	12,400	12,500	12,500
2027	Water	813		800	800
2031	Telephone	3,316	500	3,200	3,200
2051	Gas and Lubrications	970	5,000	6,900	6,900
2101	Materials and Supplies	20,381	15,000	15,000	15,000
2170	General Insurance	2,700	2,700	2,800	2,800
2201	Repairs and Maint. Automotive	76,642	75,000	75,000	75,000
2222	Repairs and Maint. Other	6,212	9,000	9,000	9,000
2281	Printing		300	300	300
2401	Contractual Services	17,031	19,800	19,800	19,800
2508	Vehicle Cost Redistribution	(71,707)	(62,000)	(62,000)	(62,000)
	<b>Subtotal</b>	<b>74,259</b>	<b>88,700</b>	<b>94,700</b>	<b>94,700</b>
<b>Capital Outlay</b>					
5622	(R) Vertical Milling Machine			<i>Prior years capital items shown in totals only</i> 5,000	
	<b>Subtotal</b>	<b>2,167</b>	<b>0</b>	<b>5,000</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$397,587</b>	<b>\$423,700</b>	<b>\$429,700</b>	<b>\$424,700</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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Equipment Mechanic	3	3	3	\$207,700	\$195,100	\$195,100
<b>TOTAL</b>	3	3	3	\$207,700	\$195,100	\$195,100

## Park & Building Maintenance Division

*Public Works  
General Fund/3104*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$1,234,096	\$1,282,400	\$1,275,300	\$1,275,300
1003	Salaries, Part Time	58,769	57,000	57,500	57,500
1006	Salaries, Overtime	42,016	29,000	29,400	29,400
1009	Salaries, Redistributed	(29,000)	(29,000)	(29,000)	(29,000)
1038	Sick Leave Payoff	10,000	11,100	11,500	11,500
1040	Vacation Payoff	12,500	12,500	17,300	17,300
1042	Comp Time Payoffs	1,700	2,700	2,300	2,300
1053	Holiday Allowance	1,242			
1101	Retirement	200,967	251,700	297,900	297,900
1103	P.A.R.S. Retirement	2,238	2,100	2,200	2,200
1201	Workers' Compensation	21,300	15,100	16,600	16,600
1300	Employee Group Insurance	224,700	239,400	260,400	260,400
1318	Medicare Insurance	15,923	14,300	16,900	16,900
	<b>Subtotal</b>	1,796,452	1,888,300	1,958,300	1,958,300
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	14,194	14,200	14,200	14,200
2011	Training, Travel and Dues	1,365	1,900	1,900	1,900
2021	Natural Gas	2,302	2,400	2,200	2,200
2024	Electricity	31,226	32,000	34,400	34,400
2027	Water	116,549	127,600	118,400	118,400
2031	Telephone	7,780	2,400	7,800	7,800
2051	Gas and Lubrications	51,587	65,500	94,000	94,000
2101	Materials and Supplies	237,612	204,300	204,300	204,300
2150	Rents and Leases	204,105	191,000	215,200	215,200
2170	General Insurance	15,400	15,400	15,900	15,900
2201	Repairs and Maint. Automotive	260			
2222	Repairs and Maint. Other	136,623	147,000	147,000	147,000
2281	Printing	143	300	300	300
2401	Contractual Services	295,537	340,700	360,300	360,300
	<b>Subtotal</b>	1,114,684	1,144,700	1,215,900	1,215,900
<b><u>Capital Outlay</u></b>					
5622	(A) Generator Catwalk		<i>Prior years capital items shown in totals only</i>	22,000	
	<b>Subtotal</b>	35,298	1,900	22,000	0



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

*Public Works  
General Fund/3104*

Account		Actual	Adopted	Department	Adopted
No.	Account Title	Expenditures	Budget	Request	Budget
		2009-10	2010-11	2011-12	2011-12
<b>Special Programs</b>					
8112	City Hall Landscaping	99,549	15,000		
8815	Abatement of Invasive Weeds	51,205	45,000	45,000	45,000
	<b>Subtotal</b>	150,754	60,000	45,000	45,000
	<b>Grand Total</b>	<b>\$3,097,188</b>	<b>\$3,094,900</b>	<b>\$3,241,200</b>	<b>\$3,219,200</b>

## *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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Deputy Director Public Work Parks & Buildings Manager		1	1		\$135,100	\$135,100
Maint. Lead Worker	1			\$135,100		
Parks Gardener	2	2	2	147,100	147,100	147,100
Maintenance Worker II	7	6	6	418,900	359,500	359,500
Maintenance Worker I	2	1	1	123,800	61,900	61,900
Equipment Operator	8	9	9	412,500	459,000	459,000
Custodian		1	1		65,400	65,400
	1	1	1	45,000	47,300	47,300
<b>TOTAL</b>	21	21	21	\$1,282,400	\$1,275,300	\$1,275,300

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$933,482	\$883,100	\$732,100	\$732,100
1003	Salaries, Part Time	11,097	37,000	37,000	37,000
1006	Salaries, Overtime	38,875	43,200	43,200	43,200
1009	Salaries, Redistributed	(83,300)	(85,400)	(86,200)	(86,200)
1038	Sick Leave Payoff	2,800	2,400	3,400	3,400
1040	Vacation Payoff	3,500	4,700	12,500	12,500
1042	Comp Time Payoffs	1,200	1,900	1,700	1,700
1053	Holiday Allowance	238			
1101	Retirement	151,556	177,300	171,000	171,000
1103	P.A.R.S. Retirement	424	1,400	1,400	1,400
1201	Workers' Compensation	158,800	130,600	112,900	112,900
1300	Employee Group Insurance	149,700	149,200	124,000	124,000
1318	Medicare Insurance	12,004	11,900	9,700	9,700
	<b>Subtotal</b>	<b>1,380,375</b>	<b>1,357,300</b>	<b>1,162,700</b>	<b>1,162,700</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	5,124	7,000	5,800	5,000
2011	Training, Travel and Dues	1,604	1,700	1,300	1,300
2021	Natural Gas	1,091		500	500
2024	Electricity	8,039	2,300	5,500	5,500
2027	Water	15,960	8,700	15,500	15,500
2031	Telephone	6,746	1,900	3,400	3,400
2051	Gas and Lubrications	65,328	64,100	82,300	82,300
2101	Materials and Supplies	338,440	350,400	295,400	295,400
2150	Rents and Leases	193,122	227,700	214,600	214,600
2170	General Insurance	106,100	106,100	149,400	149,400
2201	Repairs and Maint. Automotive	(2,574)			
2222	Repairs and Maint. Other	13,444	10,000	10,000	10,000
2281	Printing	73	500	500	500
2401	Contractual Services	303,127	288,700	318,700	318,700
	<b>Subtotal</b>	<b>1,055,623</b>	<b>1,069,100</b>	<b>1,102,900</b>	<b>1,102,100</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	6,013			
5622	Other Equipment	19,703			
	<b>Subtotal</b>	<b>25,717</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$2,461,715</b>	<b>\$2,426,400</b>	<b>\$2,265,600</b>	<b>\$2,264,800</b>

## *Street Maintenance Division Position Summary*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Deputy Director Public Work	1	1	1	\$135,100	\$135,100	\$135,100
Maintenance Lead Worker	4	4	4	294,200	294,200	294,200
Maintenance Worker II	1	1	1	67,100	61,900	61,900
Maintenance Worker I	2			88,700		
Equipment Operator	2	1	1	122,000	59,500	59,500
Motor Sweeper Operator	2	2	2	127,400	130,500	130,500
PW Technician	1	1	1	48,600	50,900	50,900
<b>TOTAL</b>	13	10	10	\$883,100	\$732,100	\$732,100

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$71,706	\$71,700	\$71,700	\$71,700
1009	Salaries, Redistributed	6,200	6,200	6,200	6,200
1038	Sick Leave Payoff	14,600	2,100	1,800	1,800
1040	Vacation Payoff	1,200	900	1,000	1,000
1101	Retirement	11,616	14,400	16,700	16,700
1201	Workers' Compensation	600	600	600	600
1300	Employee Group Insurance	10,700	11,400	12,400	12,400
1318	Medicare Insurance	1,040	1,000	1,000	1,000
	<b>Subtotal</b>	<b>117,662</b>	<b>108,300</b>	<b>111,400</b>	<b>111,400</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	106	600	600	600
2031	Telephone	445	800	500	500
2101	Materials and Supplies	734	1,300	1,300	1,300
2170	General Insurance	2,000	2,000	2,500	2,500
2281	Printing	1,268	5,000	5,000	5,000
2401	Contractual Services	1,688,378	1,804,400	1,830,000	1,830,000
2432	Postage	2,131	2,500	2,500	2,500
2804	Cost Redistributed	14,900	15,400	13,900	13,900
	<b>Subtotal</b>	<b>1,709,962</b>	<b>1,832,000</b>	<b>1,856,300</b>	<b>1,856,300</b>
<b>Special Programs</b>					
8105	Recycling Grant Programs	3,200		6,700	6,700
8117	Used Oil Recycling	6,713	5,000	5,000	5,000
8961	HHW Curbside Collections	29,470	30,000	30,000	30,000
8969	C & D Recycling Deposit	1,856	3,000	3,000	3,000
	<b>Subtotal</b>	<b>41,239</b>	<b>38,000</b>	<b>44,700</b>	<b>44,700</b>
	<b>Grand Total</b>	<b>\$1,868,863</b>	<b>\$1,978,300</b>	<b>\$2,012,400</b>	<b>\$2,012,400</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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Administrative Analyst	1	1	1	\$71,700	\$71,700	\$71,700
<b>TOTAL</b>	1	1	1	\$71,700	\$71,700	\$71,700

**Transit Division**

Public Works

Transit Fund/3401,3402,3403 &amp; 3404

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$327,983	\$311,100	\$291,300	\$291,300
1003	Salaries, Part Time	622,492	685,400	685,400	685,400
1006	Salaries, Overtime	45,398	98,800	98,800	98,800
1009	Salaries, Redistributed	60,300	62,500	63,400	63,400
1038	Sick Leave Payoff	(2,774)	5,000	5,000	5,000
1040	Vacation Payoff	(1,842)	2,000	2,600	2,600
1101	Retirement	23,037	62,100	68,000	68,000
1103	P.A.R.S. Retirement	3,374	25,700	25,800	25,800
1201	Workers' Compensation	31,900	12,200	13,300	13,300
1300	Employee Group Insurance	53,500	57,000	62,000	62,000
1318	Medicare Insurance	3,653	16,000	15,600	15,600
	<b>Subtotal</b>	<b>1,167,021</b>	<b>1,337,800</b>	<b>1,331,200</b>	<b>1,331,200</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	9,683	9,000	9,000	9,000
2011	Training, Travel and Dues	137	1,600	1,600	1,600
2021	Natural Gas	2,176	500	1,400	1,400
2024	Electricity	8,503	7,600	8,300	8,300
2027	Water	2,622		3,000	3,000
2031	Telephone	4,282	1,000	5,000	5,000
2051	Gas and Lubrications	51,297	221,600	251,400	251,400
2101	Materials and Supplies	31,368	43,000	43,000	43,000
2150	Rents and Leases	140,648	160,200	107,400	107,400
2170	General Insurance	13,100	13,100	22,700	22,700
2201	Repairs and Maint. Automotive	118,757	136,100	145,000	145,000
2222	Repairs and Maint. Other	3,395	5,200	5,200	5,200
2281	Printing	19,499	27,500	27,500	27,500
2401	Contractual Services	38,396	85,500	91,500	87,500
2804	Costs Redistributed	324,532	171,700	172,100	172,100
	Depreciation	330,125			
	<b>Subtotal</b>	<b>1,098,518</b>	<b>883,600</b>	<b>894,100</b>	<b>890,100</b>
<b>Capital Outlay</b>					
5622	(A) GPS Tracking System for buses		<i>Prior years capital items shown in totals only</i>	12,000	
	<b>Subtotal</b>	<b>58,044</b>	<b>0</b>	<b>12,000</b>	<b>0</b>
<b>Special Programs</b>					
8095	AQMD Grant Funds	1,700	1,700	1,700	1,700
8108	Transit Evening Services	38,660	31,000	31,000	31,000
8123	Free Ride to Work Program		13,000	13,000	13,000
8124	Free Summer Fares		19,000	19,000	19,000
8304	Paratransit Costs	94,357	86,700	86,700	86,700
8704	OCTA Planning Grant	406			
	<b>Subtotal</b>	<b>135,123</b>	<b>151,400</b>	<b>151,400</b>	<b>151,400</b>
	<b>Grand Total</b>	<b>\$2,458,705</b>	<b>\$2,372,800</b>	<b>\$2,388,700</b>	<b>\$2,372,700</b>

## *Transit Division Position Summary*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Sr. Fleet Maint. Supervisor	1	1	1	\$97,800	\$80,500	\$80,500
Lead Bus Driver	1	1	1	65,400	65,400	65,400
Bus Driver	2	2	2	101,100	99,200	99,200
Maintenance Worker I	1	1	1	46,800	46,200	46,200
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>\$311,100</b>	<b>\$291,300</b>	<b>\$291,300</b>



## Parking Facilities Maintenance Division

*Public Works*  
*Parking Authority Fund/3501*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$202,973	\$198,200	\$196,500	\$196,500
1003	Salaries, Part Time	27,076	30,800	30,800	30,800
1006	Salaries, Overtime	9,637	10,000	10,000	10,000
1009	Salaries, Redistributed	117,800	117,800	117,800	117,800
1038	Sick Leave Payoff	2,400	2,600	2,700	2,700
1040	Vacation Payoff	1,600	1,000	1,100	1,100
1101	Retirement	33,148	39,900	45,900	45,900
1103	P.A.R.S. Retirement	1,067	1,200	1,200	1,200
1201	Workers' Compensation	2,800	2,700	2,700	2,700
1300	Employee Group Insurance	32,100	34,200	37,200	37,200
1318	Medicare Insurance	2,061	2,200	2,200	2,200
	<b>Subtotal</b>	432,661	440,600	448,100	448,100
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	1,335	1,400	1,400	1,400
2011	Training, Travel and Dues	125	1,000	1,000	1,000
2024	Electricity	9,592	2,700	9,500	9,500
2027	Water	4,077	7,900	6,100	6,100
2031	Telephone	3,034	2,400	3,000	3,000
2051	Gas and Lubrications	4,517	5,200	7,800	7,800
2101	Materials and Supplies	396,774	60,500	60,500	60,500
2150	Rents and Leases	14,196	11,400	11,400	11,400
2170	General Insurance	4,300	4,300	4,200	4,200
2201	Repairs and Maint. Automotive	1,016	6,000	6,000	6,000
2222	Repairs and Maint. Other	4,709	15,000	15,000	15,000
2281	Printing	8,090	13,000	13,000	13,000
2401	Contractual Services	199,960	218,900	228,900	228,900
2432	Postage	2,000	3,500	3,500	3,500
2804	Costs Redistributed	146,300	145,800	146,200	146,200
	<b>Subtotal</b>	800,027	499,000	517,500	517,500
<b><u>Capital Outlay</u></b>					
5408	(R) Two Personal Computers			3,400	
	<b>Subtotal</b>	0	0	3,400	0
<b><u>Special Programs</u></b>					
8305	Festival Tram Fares	110,000	110,000	110,000	110,000
8813	Lease Parking Medical Center	68,000	68,000	68,000	68,000
	<b>Subtotal</b>	178,000	178,000	178,000	178,000
	<b>Grand Total</b>	\$1,410,688	\$1,117,600	\$1,147,000	\$1,143,600

## *Parking Facilities Maintenance Position Summary*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Maintenance Supervisor	1	1	1	\$88,900	\$88,900	\$88,900
Traffic Maint Technician	1	1	1	65,400	65,400	65,400
Maintenance Worker I	1	1	1	43,900	42,200	42,200
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>\$198,200</b>	<b>\$196,500</b>	<b>\$196,500</b>

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b><u>Salaries and Wages</u></b>					
1009	Salaries, Redistributed	\$18,500	\$18,600	\$18,600	\$18,600
	<b>Subtotal</b>	<b>18,500</b>	<b>18,600</b>	<b>18,600</b>	<b>18,600</b>
<b><u>Maintenance and Operations</u></b>					
2024	Electricity	223,781	238,000	228,700	228,700
2101	Materials and Supplies		3,000	3,000	3,000
2222	Repairs and Maint. Other	283	2,000	2,000	2,000
2401	Contractual Services	5,175	15,000	15,000	15,000
	<b>Subtotal</b>	<b>229,239</b>	<b>258,000</b>	<b>248,700</b>	<b>248,700</b>
<b><u>Special Programs</u></b>					
8120	Streetlights at Victoria Beach	19,547			
8621	Holiday Lighting Program	35,000	35,000	35,000	35,000
	<b>Subtotal</b>	<b>54,547</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>
<b><u>Capital Improvements</u></b>					
9944	Street Light Relocation		100,000		
	<b>Subtotal</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$302,285</b>	<b>\$411,600</b>	<b>\$302,300</b>	<b>\$302,300</b>



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# 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.

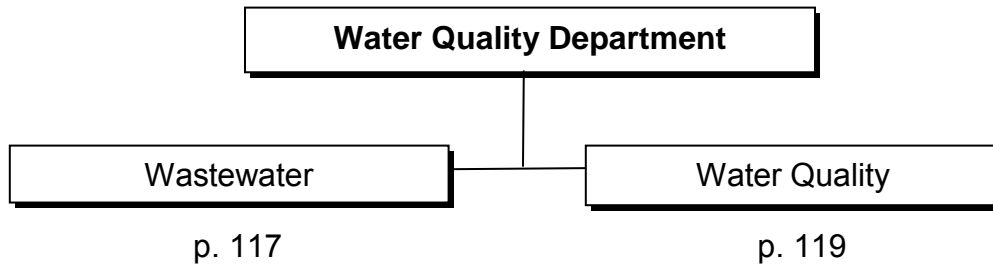
The Division has 13 staff allocated to it for FY 2010-11. This includes 11 full-time positions, including 10 crewmembers, a project manager, and the Director of Water Quality and an administrative assistant position. The later two positions are allocated to both Divisions in the Department.

**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 2009 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:

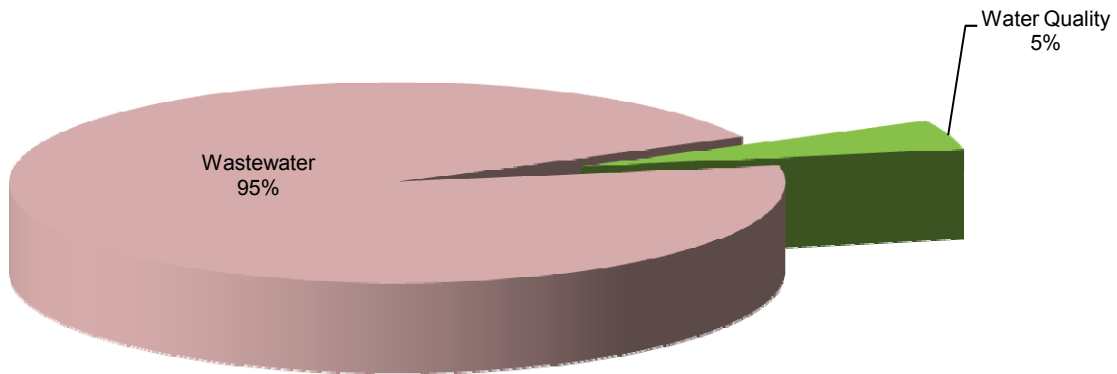


# Water Quality Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Water Quality	\$264,100	\$18,900		\$87,000		<b>\$370,000</b>
Wastewater	1,542,000	3,047,700	\$40,000	24,500	2,705,000	<b>\$7,359,200</b>
<b>Department Total</b>	<b>\$1,806,100</b>	<b>\$3,066,600</b>	<b>\$40,000</b>	<b>\$111,500</b>	<b>\$2,705,000</b>	<b>\$7,729,200</b>

## Summary By Division Total



# Water Quality Department Budget Detail

*All  
Divisions*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,198,964	\$1,233,100	\$1,230,600	\$1,230,600
1003	Salaries, Part Time	43,577			
1006	Salaries, Overtime	42,242	36,500	36,500	36,500
1009	Salaries, Redistributed	14,200	14,100	14,100	14,100
1038	Sick Leave Payoff	11,500	10,800	10,400	10,400
1040	Vacation Payoff	19,600	17,400	16,600	16,600
1042	Comp Time Payoffs	200	300	300	300
1059	Residency Incentive	3,992	10,000	10,000	10,000
1101	Retirement	188,361	238,300	275,900	275,900
1103	P.A.R.S. Retirement	1,807			
1201	Workers' Compensation	14,300	9,900	10,000	10,000
1300	Employee Group Insurance	160,500	171,000	186,000	186,000
1318	Medicare Insurance	15,717	15,700	15,700	15,700
	<b>Subtotal</b>	<b>1,714,960</b>	<b>1,757,100</b>	<b>1,806,100</b>	<b>1,806,100</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	6,687	7,500	7,500	7,500
2011	Training, Travel and Dues	6,650	11,900	15,500	11,500
2021	Natural Gas	3,109	3,100	2,800	2,800
2024	Electricity	176,753	129,400	180,800	180,800
2027	Water	11,081	30,100	11,600	11,600
2031	Telephone	17,782	13,400	18,100	18,100
2051	Gas and Lubrications	31,061	25,400	31,200	31,200
2101	Materials and Supplies	73,607	60,400	59,200	59,200
2150	Rents and Leases	128,892	147,100	147,100	147,100
2170	General Insurance	167,000	167,000	65,000	65,000
2201	Repairs and Maint. Auto.	16,489	22,500	22,500	22,500
2222	Repairs and Maint. Other	78,537	86,300	81,300	81,300
2281	Printing	967	3,200	3,200	3,200
2401	Contractual Services	87,952	94,700	93,100	93,100
2402	Contractual SOCWA Operation	1,555,302	1,620,000	1,620,000	1,620,000
2432	Postage	3,265	9,900	9,400	9,400
2521	State Loan Principal & Interest	492,881	510,000	493,000	493,000
2522	Loan Administration Fees	17,690	21,000	16,200	16,200
2804	Costs Redistributed	191,500	196,600	193,100	193,100
	<b>Subtotal</b>	<b>3,067,206</b>	<b>3,159,500</b>	<b>3,070,600</b>	<b>3,066,600</b>



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

*All  
Divisions*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment		1,900		
5622	Other Equipment			40,000	40,000
	<b>Subtotal</b>	<b>0</b>	<b>1,900</b>	<b>40,000</b>	<b>40,000</b>
<b>Special Programs</b>					
	Special Programs	132,179	119,200	114,300	111,500
	<b>Subtotal</b>	<b>132,179</b>	<b>119,200</b>	<b>114,300</b>	<b>111,500</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects	2,307,361	1,955,000	2,705,000	2,705,000
	<b>Subtotal</b>	<b>2,307,361</b>	<b>1,955,000</b>	<b>2,705,000</b>	<b>2,705,000</b>
	<b>Grand Total</b>	<b>\$7,221,706</b>	<b>\$6,992,700</b>	<b>\$7,736,000</b>	<b>\$7,729,200</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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Water Quality Director	1	1	1	\$187,100	\$187,100	\$187,100
Project Manager	1	1	1	97,900	97,800	97,800
Sr. Sewer Services Supervisor	1	1	1	97,800	97,800	97,800
Sr. Water Quality Analyst	1	1	1	97,800	97,800	97,800
Maintenance Supervisor	1	1	1	88,900	88,900	88,900
Environmental Specialist	1	1	1	71,700	71,700	71,700
Maintenance Lead Worker	1	1	1	73,500	73,500	73,500
Administrative Assistant	1	1	1	65,400	59,200	59,200
Maintenance Worker II	4	5	5	246,900	302,400	302,400
Maintenance Worker I	3	2	2	161,000	107,400	107,400
Housing Assistance Program				45,100	47,000	47,000
<b>TOTAL</b>	15	15	15	\$1,233,100	\$1,230,600	\$1,230,600

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$175,618	\$169,500	\$169,500	\$169,500
1006	Salaries, Overtime	2,706	6,000	6,000	6,000
1009	Salaries, Redistributed	16,400	16,300	16,300	16,300
1038	Sick Leave Payoff	3,900	3,000	2,500	2,500
1040	Vacation Payoff	5,800	1,300	1,300	1,300
1042	Comp Time Payoffs	200	300	300	300
1101	Retirement	28,451	33,900	39,400	39,400
1201	Workers' Compensation	1,400	1,400	1,400	1,400
1300	Employee Group Insurance	21,400	22,800	24,800	24,800
1318	Medicare Insurance	2,586	2,500	2,600	2,600
	<b>Subtotal</b>	<b>258,460</b>	<b>257,000</b>	<b>264,100</b>	<b>264,100</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	63	1,000	600	600
2024	Electricity	2,834		2,800	2,800
2027	Water	109		100	100
2031	Telephone	1,226	1,800	1,500	1,500
2051	Gas and Lubrications		600	700	700
2101	Materials and Supplies	400	400	400	400
2150	Rents and Leases	4,296	4,300	4,300	4,300
2170	General Insurance	2,300	2,300	2,300	2,300
2201	Repairs and Maint. Auto.		400	400	400
2222	Repairs and Maint. Other		300	300	300
2281	Printing	60	800	800	800
2401	Contractual Services	1,977	4,900	3,300	3,300
2432	Postage	2,319	4,400	1,400	1,400
	<b>Subtotal</b>	<b>15,584</b>	<b>21,200</b>	<b>18,900</b>	<b>18,900</b>
<b>Capital Outlay</b>					
5408	(R) Personal Computer		1,900		
	<b>Subtotal</b>	<b>0</b>	<b>1,900</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8002	Aliso Creek Study	5,416	6,200		
8103	Treasure Island Marine Plan	4,636			
8303	Public Education	8,655	6,000	8,800	6,000
8314	Heisler Park Study	13,459	9,500	7,000	7,000
8533	NPDES Storm Water Permit	73,881	85,000	74,000	74,000
8968	ASBS Compliance BIGHT-08	23,013			
	<b>Subtotal</b>	<b>129,061</b>	<b>106,700</b>	<b>89,800</b>	<b>87,000</b>
	<b>Grand Total</b>	<b>\$403,105</b>	<b>\$386,800</b>	<b>\$372,800</b>	<b>\$370,000</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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Sr. Water Quality Analyst	1	1	1	\$97,900	\$97,800	\$97,800
Environmental Specialist	1	1	1	71,700	71,700	71,700
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>\$169,600</b>	<b>\$169,500</b>	<b>\$169,500</b>

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$1,023,346	\$1,063,600	\$1,061,100	\$1,061,100
1003	Salaries, Part Time	43,577			
1006	Salaries, Overtime	39,536	30,500	30,500	30,500
1009	Salaries, Redistributed	(2,200)	(2,200)	(2,200)	(2,200)
1038	Sick Leave Payoff	7,600	7,800	7,900	7,900
1040	Vacation Payoff	13,800	16,100	15,300	15,300
1059	Residency Incentive	3,992	10,000	10,000	10,000
1101	Retirement	159,910	204,400	236,500	236,500
1103	P.A.R.S. Retirement	1,807			
1201	Workers' Compensation	12,900	8,500	8,600	8,600
1300	Employee Group Insurance	139,100	148,200	161,200	161,200
1318	Medicare Insurance	13,131	13,200	13,100	13,100
	<b>Subtotal</b>	<b>1,456,499</b>	<b>1,500,100</b>	<b>1,542,000</b>	<b>1,542,000</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	6,687	7,500	7,500	7,500
2011	Training, Travel and Dues	6,586	10,900	14,900	10,900
2021	Natural Gas	3,109	3,100	2,800	2,800
2024	Electricity	173,920	129,400	178,000	178,000
2027	Water	10,972	30,100	11,500	11,500
2031	Telephone	16,556	11,600	16,600	16,600
2051	Gas and Lubrications	31,061	24,800	30,500	30,500
2101	Materials and Supplies	73,207	60,000	58,800	58,800
2150	Rents and Leases	124,596	142,800	142,800	142,800
2170	General Insurance	164,700	164,700	62,700	62,700
2201	Repairs and Maint. Auto.	16,489	22,100	22,100	22,100
2222	Repairs and Maint. Other	78,537	86,000	81,000	81,000
2281	Printing	907	2,400	2,400	2,400
2401	Contractual Services	85,975	89,800	89,800	89,800
2402	Contractual SOCWA Operation	1,555,302	1,620,000	1,620,000	1,620,000
2432	Postage	945	5,500	8,000	8,000
2521	State Loan Principal & Interest	492,881	510,000	493,000	493,000
2522	Loan Administration Fees	17,690	21,000	16,200	16,200
2804	Costs Redistributed	191,500	196,600	193,100	193,100
	<b>Subtotal</b>	<b>3,051,622</b>	<b>3,138,300</b>	<b>3,051,700</b>	<b>3,047,700</b>

**Wastewater Division (Con't)**

*Water Quality Department  
Wastewater Fund/3301 & 3302*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Capital Outlay</b>					
5622	(R) Portable Diesel Generator			40,000	40,000
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>40,000</b>
<b>Special Programs</b>					
8006	Extrication Equipment	23,182			
8206	Wastewater Grease Control Prog.	2,948	12,500	12,500	12,500
8999	Coast Hwy Manhole Adjustment			12,000	12,000
	<b>Subtotal</b>	<b>26,130</b>	<b>12,500</b>	<b>24,500</b>	<b>24,500</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects	2,307,361	1,955,000	2,705,000	2,705,000 *
	<b>Subtotal</b>	<b>2,307,361</b>	<b>1,955,000</b>	<b>2,705,000</b>	<b>2,705,000</b>
	<b>Grand Total</b>	<b>\$6,841,613</b>	<b>\$6,605,900</b>	<b>\$7,363,200</b>	<b>\$7,359,200</b>

\* Represents four projects funded from the Wastewater Fund. See Water Quality Department Capital Improvement Project Section (p. 205) 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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Water Quality Director	1	1	1	\$187,100	\$187,100	\$187,100
Project Manager	1	1	1	97,900	97,800	97,800
Sr. Sewer Services Supervisor	1	1	1	97,800	97,800	97,800
Maintenance Supervisor	1	1	1	88,900	88,900	88,900
Maintenance Lead Worker	1	1	1	73,500	73,500	73,500
Administrative Assistant	1	1	1	65,400	59,200	59,200
Maintenance Worker II	4	5	5	246,900	302,400	302,400
Maintenance Worker I	3	2	2	161,000	107,400	107,400
Housing Assistance Program				45,100	47,000	47,000
<b>TOTAL</b>	13	13	13	\$1,063,600	\$1,061,100	\$1,061,100

# 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 2010 calendar year, the Building Safety Division issued 1,406 permits for a total permit valuation of \$49 million.

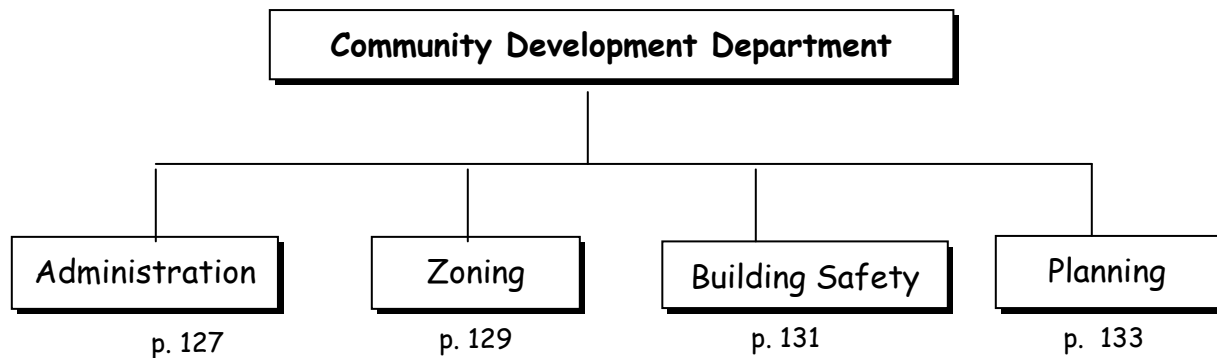
**Planning Division** - This Division is managed by the Planning Manager and is responsible for all current and advanced planning projects, such as Conditional Use Permits, Subdivisions, Specific Plans and the City General Plan. The Planning Division is also responsible for the City's Historic Preservation 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).
- Comprehensive Customer Service Program.
- Outdoor Lighting Ordinance
- Artist Work/Live Ordinance Amendments.

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:

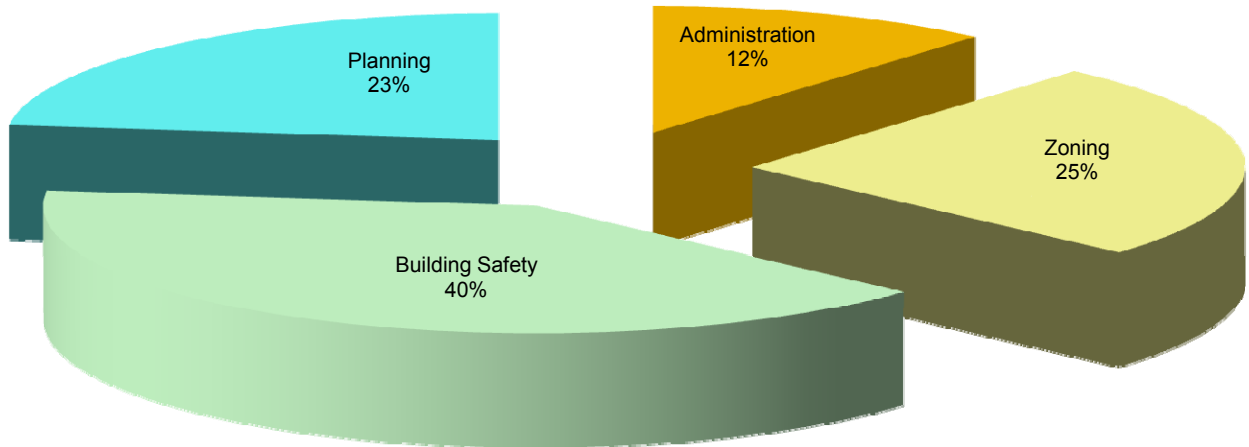


# Community Development Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Administration	\$326,900	\$92,300		\$1,000		\$420,200
Zoning	813,500	92,200		30,000		\$935,700
Building Safety	1,384,500	83,100		20,000		\$1,487,600
Planning	809,300	44,900				\$854,200
<b>Department Total</b>	<b>\$3,334,200</b>	<b>\$312,500</b>	<b>\$0</b>	<b>\$51,000</b>	<b>\$0</b>	<b>\$3,697,700</b>

## Summary By Division Total



**Community Development Department  
Budget Detail**

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$2,352,737	\$2,330,900	\$2,280,800	\$2,280,800
1003	Salaries, Part Time	72,683	74,900	30,400	30,400
1006	Salaries, Overtime	19,718	35,300	34,600	34,500
1038	Sick Leave Payoff	29,200	28,300	23,900	23,900
1040	Vacation Payoff	34,300	42,200	43,200	43,200
1042	Comp Time Payoffs	1,400	1,800	1,100	1,100
1101	Retirement	377,667	466,500	533,000	533,000
1103	P.A.R.S. Retirement	2,726	2,800	1,100	1,100
1201	Workers' Compensation	28,600	27,400	25,100	25,100
1300	Employee Group Insurance	299,600	307,800	328,600	328,600
1318	Medicare Insurance	32,701	32,900	32,500	32,500
	<b>Subtotal</b>	<b>3,251,331</b>	<b>3,350,800</b>	<b>3,334,300</b>	<b>3,334,200</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	14,806	29,700	32,500	27,700
2024	Electricity	11,545	14,800	12,000	12,000
2027	Water	1,363	700	1,700	1,700
2031	Telephone	10,482	14,300	12,000	12,000
2051	Gas and Lubrications	5,966	7,700	9,400	9,400
2101	Materials and Supplies	17,958	27,300	27,300	27,300
2150	Rents and Leases	31,898	31,900	31,900	31,900
2170	General Insurance	30,800	30,800	29,000	29,000
2201	Repairs and Maint. Auto.	448	1,900	1,900	1,900
2222	Repairs and Maint. Other	1,639	5,400	5,400	5,400
2281	Printing	2,442	20,200	15,200	15,200
2401	Contractual Services	48,520	43,600	155,800	139,000
	<b>Subtotal</b>	<b>177,867</b>	<b>228,300</b>	<b>334,100</b>	<b>312,500</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	1,681	20,700	5,100	
	<b>Subtotal</b>	<b>1,681</b>	<b>20,700</b>	<b>5,100</b>	<b>0</b>
<b><u>Special Programs</u></b>					
	Special Programs	53,454	321,000	301,000	51,000
	<b>Subtotal</b>	<b>53,454</b>	<b>321,000</b>	<b>301,000</b>	<b>51,000</b>
<b><u>Capital Improvements</u></b>					
9321	Village Entrance Project	33,189			
	<b>Subtotal</b>	<b>33,189</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$3,517,522</b>	<b>\$3,920,800</b>	<b>\$3,974,500</b>	<b>\$3,697,700</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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Dir. of Comm. Development	1	1	1	\$170,300	\$170,300	\$170,300
Building Official	1	1	1	135,100	135,100	135,100
Zoning Administrator	1	1	1	135,100	135,100	135,100
Planning Manager	1	1	1	135,100	135,100	135,100
Sr. Plan Checker	1	1	1	116,800	116,800	116,800
Sr. Building Inspector/Plan Checker	1	1	1	97,800	97,800	97,800
Code Enfor. Officer	1	1	1	71,700	58,100	58,100
Code Enfor. Supervisor	1	1	1	81,300	88,900	88,900
Principal Planner	3	3	3	315,900	315,900	315,900
Senior Planner	1	1	1	97,800	97,800	97,800
Associate Planner	1	1	1	75,300	80,700	80,700
Assistant Planner	1	1	1	59,600	63,600	63,600
Planning Technician	1	1	1	50,900	49,100	49,100
Building Inspector	2	2	2	161,800	161,800	161,800
Sr. Building Inspector	1	1	1	88,900	88,900	88,900
Administrative Assistant	2	2	2	130,800	111,300	111,300
Sr. Permit Aide	3	3	3	186,100	186,100	186,100
Records Management Coordinator	1	1	1	57,500	57,500	57,500
Sr. Office Specialist	2	2	2	102,800	97,500	97,500
Office Specialist	1	0.5	0.5	53,700	26,800	26,800
Assignment Pay				6,600	6,600	6,600
<b>TOTAL</b>	<b>27</b>	<b>26.5</b>	<b>26.5</b>	<b>\$2,330,900</b>	<b>\$2,280,800</b>	<b>\$2,280,800</b>

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$246,512	\$239,000	\$230,300	\$230,300
1006	Salaries, Overtime	5,050	5,600	5,600	5,600
1038	Sick Leave Payoff	3,600	2,800	2,000	2,000
1040	Vacation Payoff	2,700	5,200	5,300	5,300
1101	Retirement	39,382	47,800	53,600	53,600
1201	Workers' Compensation	3,800	1,800	1,900	1,900
1300	Employee Group Insurance	21,400	22,800	24,800	24,800
1318	Medicare Insurance	3,667	3,500	3,400	3,400
	<b>Subtotal</b>	<b>326,111</b>	<b>328,500</b>	<b>326,900</b>	<b>326,900</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	4,810	6,000	10,800	6,000
2024	Electricity	8,346	14,200	9,000	9,000
2027	Water	1,223	700	1,200	1,200
2031	Telephone	6,794	11,800	8,800	8,800
2101	Materials and Supplies	879	3,500	3,500	3,500
2170	General Insurance	2,800	2,800	2,900	2,900
2222	Repairs and Maint. Other		600	600	600
2281	Printing		300	300	300
2401	Contractual Services	5,970	7,000	76,800	60,000
	<b>Subtotal</b>	<b>30,823</b>	<b>46,900</b>	<b>113,900</b>	<b>92,300</b>
<b>Special Programs</b>					
8015	Heritage Committee	1,020	1,000	1,000	1,000
	<b>Subtotal</b>	<b>1,020</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
	<b>Grand Total</b>	<b>\$357,953</b>	<b>\$376,400</b>	<b>\$441,800</b>	<b>\$420,200</b>

## Administration Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Dir. of Comm. Development	1	1	1	\$170,300	\$170,300	\$170,300
Administrative Assistant	1	1	1	65,400	56,700	56,700
Assignment Pay				3,300	3,300	3,300
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>\$239,000</b>	<b>\$230,300</b>	<b>\$230,300</b>

## Zoning Division

*Community Development  
General Fund/4102*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$531,668	\$553,200	\$531,000	\$531,000
1003	Salaries, Part Time	58,883	61,100	16,600	16,600
1006	Salaries, Overtime	13,333	16,100	15,300	15,300
1038	Sick Leave Payoff	12,400	12,100	10,700	10,700
1040	Vacation Payoff	10,300	11,700	11,600	11,600
1042	Comp Time Payoffs	900	1,300	1,100	1,100
1101	Retirement	85,703	110,700	126,000	126,000
1103	P.A.R.S. Retirement	2,208	2,300	600	600
1201	Workers' Compensation	5,600	4,900	4,800	4,800
1300	Employee Group Insurance	74,900	79,800	86,800	86,800
1318	Medicare Insurance	8,663	9,100	9,000	9,000
<b>Subtotal</b>		<b>804,558</b>	<b>862,300</b>	<b>813,500</b>	<b>813,500</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	2,812	9,800	9,800	9,800
2031	Telephone	236		200	200
2101	Materials and Supplies	4,353	7,200	7,200	7,200
2150	Rents and Leases	4,100	4,100	4,100	4,100
2170	General Insurance	8,800	8,800	7,500	7,500
2222	Repairs and Maint. Other		600	600	600
2281	Printing	966	9,800	4,800	4,800
2401	Contractual Services	120	1,800	58,000	58,000
<b>Subtotal</b>		<b>21,388</b>	<b>42,100</b>	<b>92,200</b>	<b>92,200</b>
<b><u>Capital Outlay</u></b>					
5408	(R) Personal Computer		<small>Prior years capital items shown in totals only</small>	1,700	
<b>Subtotal</b>		<b>0</b>	<b>1,900</b>	<b>1,700</b>	<b>0</b>
<b><u>Special Programs</u></b>					
8501	Landscape Review Consulting	12,133	30,000	30,000	30,000
<b>Subtotal</b>		<b>12,133</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>
<b>Grand Total</b>		<b>\$838,079</b>	<b>\$936,300</b>	<b>\$937,400</b>	<b>\$935,700</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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Zoning Administrator	1	1	1	\$135,100	\$135,100	\$135,100
Principal Planner	1	1	1	105,300	105,300	105,300
Assistant Planner	1	1	1	59,600	63,600	63,600
Code Enfor. Officer	1	1	1	71,700	58,100	58,100
Administrative Assistant	1	1	1	65,400	54,600	54,600
Sr. Permit Aide	1	1	1	61,900	61,900	61,900
Planning Technician	1	1	1	50,900	49,100	49,100
Assignment Pay				3,300	3,300	3,300
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>\$553,200</b>	<b>\$531,000</b>	<b>\$531,000</b>



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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,002,576	\$970,100	\$955,300	\$955,300
1006	Salaries, Overtime	767	7,000	7,000	7,000
1038	Sick Leave Payoff	10,000	9,500	8,800	8,800
1040	Vacation Payoff	18,700	22,400	23,700	23,700
1042	Comp Time Payoffs	500	500		
1101	Retirement	160,350	194,200	222,200	222,200
1201	Workers' Compensation	14,400	15,000	13,300	13,300
1300	Employee Group Insurance	128,400	136,800	142,600	142,600
1318	Medicare Insurance	12,002	11,800	11,600	11,600
	<b>Subtotal</b>	<b>1,347,695</b>	<b>1,367,300</b>	<b>1,384,500</b>	<b>1,384,500</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	3,556	6,900	6,900	6,900
2024	Electricity	3,199	600	3,000	3,000
2027	Water	139		500	500
2031	Telephone	3,452	2,500	3,000	3,000
2051	Gas and Lubrications	5,966	7,700	9,400	9,400
2101	Materials and Supplies	6,189	6,900	6,900	6,900
2150	Rents and Leases	23,298	23,300	23,300	23,300
2170	General Insurance	11,700	11,700	11,600	11,600
2201	Repairs and Maint. Auto.	448	1,900	1,900	1,900
2222	Repairs and Maint. Other	1,639	2,000	2,000	2,000
2281	Printing	1,364	4,600	4,600	4,600
2401	Contractual Services	42,430	23,400	10,000	10,000
	<b>Subtotal</b>	<b>103,380</b>	<b>91,500</b>	<b>83,100</b>	<b>83,100</b>
<b>Capital Outlay</b>					
5408	(R) Computers			1,700	
	<b>Subtotal</b>	<b>1,681</b>	<b>16,900</b>	<b>1,700</b>	<b>0</b>
<b>Special Programs</b>					
8503	Document Scanning	40,302	40,000	20,000	20,000
	<b>Subtotal</b>	<b>40,302</b>	<b>40,000</b>	<b>20,000</b>	<b>20,000</b>
	<b>Grand Total</b>	<b>\$1,493,058</b>	<b>\$1,515,700</b>	<b>\$1,489,300</b>	<b>\$1,487,600</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>2010-11</b>	<b>2011-12</b>	<b>2011-12</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2011-12</b>
Building Official	1	1	1	\$135,100	\$135,100	\$135,100
Sr. Plan Checker	1	1	1	116,800	116,800	116,800
Sr. Building Inspector/Plan Checker	1	1	1	97,800	97,800	97,800
Sr. Building Inspector	1	1	1	88,900	88,900	88,900
Code Enfor. Supervisor	1	1	1	81,300	88,900	88,900
Building Inspector	2	2	2	161,800	161,800	161,800
Sr. Permit Aide	2	2	2	124,200	124,200	124,200
Records Management Coordinator	1	1	1	57,500	57,500	57,500
Sr. Office Specialist	1	1	1	53,000	57,500	57,500
Office Specialist	1	0.5	0.5	53,700	26,800	26,800
<b>TOTAL</b>	<b>12</b>	<b>11.5</b>	<b>11.5</b>	<b>\$970,100</b>	<b>\$955,300</b>	<b>\$955,300</b>

**Planning Division**

*Community Development  
General Fund/4106*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$571,980	\$568,600	\$564,200	\$564,200
1003	Salaries, Part Time	13,800	13,800	13,800	13,800
1006	Salaries, Overtime	567	6,600	6,700	6,600
1038	Sick Leave Payoff	3,200	3,900	2,400	2,400
1040	Vacation Payoff	2,600	2,900	2,600	2,600
1101	Retirement	92,232	113,800	131,200	131,200
1103	P.A.R.S. Retirement	518	500	500	500
1201	Workers' Compensation	4,800	5,700	5,100	5,100
1300	Employee Group Insurance	74,900	68,400	74,400	74,400
1318	Medicare Insurance	8,369	8,500	8,500	8,500
	<b>Subtotal</b>	<b>772,966</b>	<b>792,700</b>	<b>809,400</b>	<b>809,300</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	3,628	7,000	5,000	5,000
2101	Materials and Supplies	6,537	9,700	9,700	9,700
2150	Rents and Leases	4,500	4,500	4,500	4,500
2170	General Insurance	7,500	7,500	7,000	7,000
2222	Repairs and Maint. Other		2,200	2,200	2,200
2281	Printing	112	5,500	5,500	5,500
2401	Contractual Services		11,400	11,000	11,000
	<b>Subtotal</b>	<b>22,276</b>	<b>47,800</b>	<b>44,900</b>	<b>44,900</b>
<b>Capital Outlay</b>					
5408	(R) Personal Computer			1,700	
	<b>Subtotal</b>		1,900	1,700	0
<b>Special Programs</b>					
8916	Growth Management Grant		250,000		
8999	Transport, Circulation, Growth			250,000	
	<b>Subtotal</b>	0	250,000	250,000	0
<b>Capital Improvements</b>					
9321	Village Entrance Project*	33,189			
	<b>Subtotal</b>	33,189	0	0	0
	<b>Grand Total</b>	<b>\$828,432</b>	<b>\$1,092,400</b>	<b>\$1,106,000</b>	<b>\$854,200</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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Planning Manager	1	1	1	\$135,100	\$135,100	\$135,100
Principal Planner	2	2	2	210,600	210,600	210,600
Senior Planner	1	1	1	97,800	97,800	97,800
Associate Planner	1	1	1	75,300	80,700	80,700
Sr. Office Specialist	1	1	1	49,800	40,000	40,000
<b>TOTAL</b>	6	6	6	\$568,600	\$564,200	\$564,200

# Community Services Department

The Community Services Department is organized into three Divisions: Recreation and Social Services, Swimming Pool and Community Assistance. There are 6.75 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 5.75 full-time and approximately 35 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, senior programs, dance, fitness, art and enrichment activities. 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 and non-metered parking lot programs. Class fees, sports programs, permit charges, rents, leases, and special program reimbursements generate about 85% 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 45 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 \$515,700 per year, \$56,000 of which is reimbursed by the School District for shared operating expenses which include utilities, chemicals, testing supplies, pool covers, repairs, replacements and maintenance (30% of totals). The various swim programs and facility rentals generate an additional \$220,000. Currently, operating costs exceed revenues by approximately \$239,000 per year.

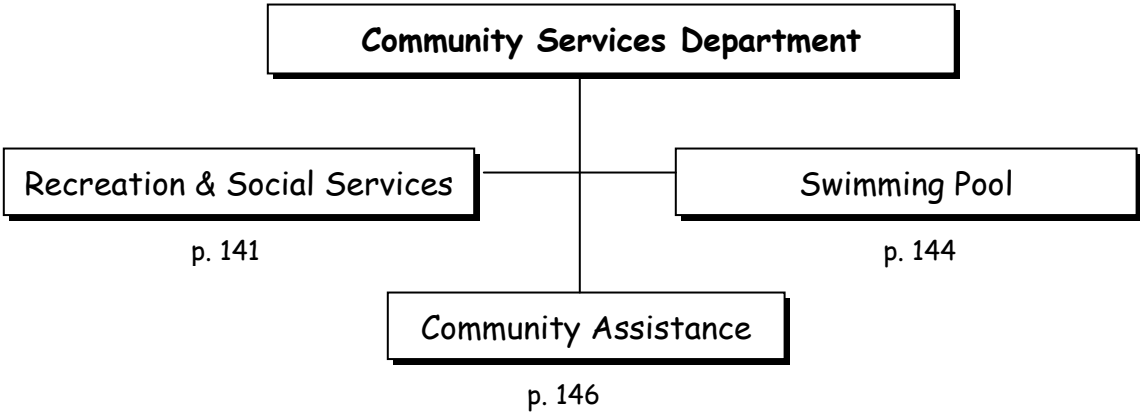
**Community Assistance** - The Community Assistance Grant Program provides funds to help support local community organizations. The allocation for fiscal year 2011-12 is \$226,900. This amount represents the lease payment received from the Festival of Arts. The City Council usually appoints two Council members to recommend the allocation of this money.

**Alternative Sleeping Location**

The funding for the Alternative Sleeping Location is now included in the Community Services Department.

**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:

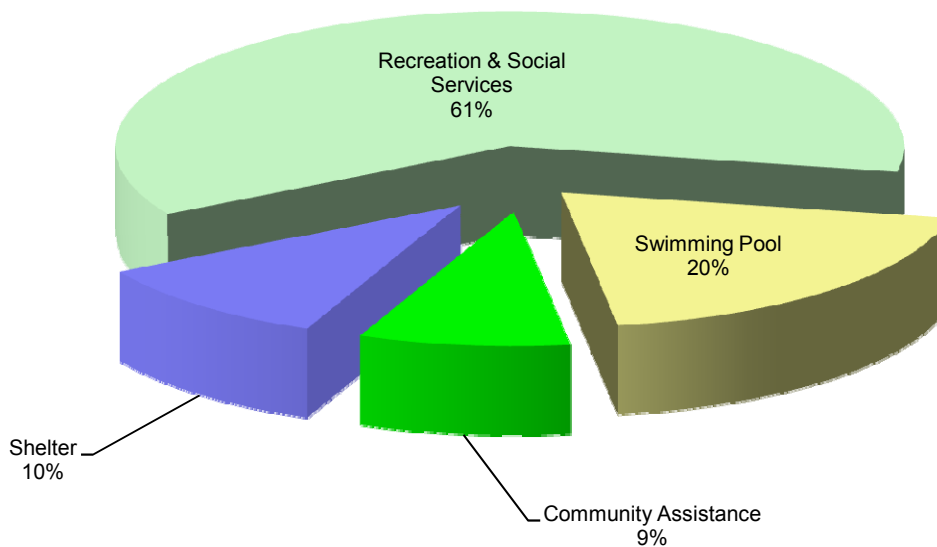


# Community Services Department Budget Summary

*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.	\$769,100	\$811,800		\$30,600		<b>\$1,611,500</b>
Swimming Pool	206,600	242,400	68,000			<b>\$517,000</b>
Community Assistance		226,900				<b>\$226,900</b>
Shelter				270,600		<b>\$270,600</b>
<b>Department Total</b>	<b>\$975,700</b>	<b>\$1,281,100</b>	<b>\$68,000</b>	<b>\$301,200</b>	<b>\$0</b>	<b>\$2,626,000</b>

## Summary By Division Total



**Community Services Department  
Budget Detail**

*All  
Divisions*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$502,449	\$492,000	\$486,600	\$486,600
1003	Salaries, Part Time	261,449	264,800	264,800	264,800
1006	Salaries, Overtime	7,164	7,200	7,200	7,200
1009	Salaries, Redistributed	(21,000)	(21,000)	(21,000)	(21,000)
1038	Sick Leave Payoff	11,200	7,200	6,600	6,600
1040	Vacation Payoff	13,600	11,500	7,900	7,900
1042	Comp Time Payoffs	100	100	100	100
1101	Retirement	80,561	98,500	113,200	113,200
1103	P.A.R.S. Retirement	10,526	9,900	9,900	9,900
1201	Workers' Compensation	6,000	5,900	5,600	5,600
1300	Employee Group Insurance	71,200	75,800	83,800	83,800
1318	Medicare Insurance	8,811	11,100	11,000	11,000
	<b>Subtotal</b>	<b>952,059</b>	<b>963,000</b>	<b>975,700</b>	<b>975,700</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	2,280	3,700	3,700	3,700
2011	Training, Travel and Dues	7,034	13,700	13,800	13,700
2021	Natural Gas	43,628	47,800	46,000	46,000
2024	Electricity	68,801	70,800	67,000	67,000
2027	Water	17,485	17,600	18,100	18,100
2031	Telephone	5,184	6,300	5,300	5,300
2101	Materials and Supplies	63,660	70,800	71,500	71,500
2150	Rents and Leases	31,533	29,200	29,200	29,200
2170	General Insurance	9,300	9,300	8,900	8,900
2222	Repairs and Maint. Other	40,633	37,900	39,900	39,900
2281	Printing	26,454	37,800	37,800	37,800
2401	Contractual Services	720,125	697,100	696,400	696,800
2432	Postage	15,207	16,300	16,300	16,300
	Community Assistance	229,300	231,100	226,900	226,900
	<b>Subtotal</b>	<b>1,280,625</b>	<b>1,289,400</b>	<b>1,280,800</b>	<b>1,281,100</b>
<b>Capital Outlay</b>					
5305	Improvements Other Than Buildings	52,084			
5408	Office Furniture & Equipment	6,808	3,800	3,400	
5622	Other Equipment	1,358	29,500	68,000	68,000
	<b>Subtotal</b>	<b>60,250</b>	<b>33,300</b>	<b>71,400</b>	<b>68,000</b>



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

*All  
Divisions*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b><u>Special Programs</u></b>					
	Special Programs	284,690	331,800	306,300	301,200
	<b>Subtotal</b>	284,690	331,800	306,300	301,200
	<b>Grand Total</b>	<b>\$2,577,625</b>	<b>\$2,617,500</b>	<b>\$2,634,200</b>	<b>\$2,626,000</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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Dir of Community Services/ Assistant to the City Manager	1	1	1	\$147,100	\$147,100	\$147,100
Recreation Supervisor	2	2	2	130,200	120,600	120,600
Administrative Assistant	1	1	1	65,400	65,400	65,400
Pool Manager	1	1	1	44,900	47,200	47,200
Senior Services Coordinator	1	1	1	63,000	66,100	66,100
Sr. Office Assistant	0.75	0.75	0.75	41,400	40,200	40,200
<b>TOTAL</b>	<b>6.75</b>	<b>6.75</b>	<b>6.75</b>	<b>\$492,000</b>	<b>\$486,600</b>	<b>\$486,600</b>

## Recreation & Social Services Division

*Community Services  
General Fund/5101 & 5103*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$456,565	\$447,100	\$439,400	\$439,400
1003	Salaries, Part Time	137,073	146,800	146,800	146,800
1006	Salaries, Overtime	2,961	4,200	4,200	4,200
1009	Salaries, Redistributed	(21,000)	(21,000)	(21,000)	(21,000)
1038	Sick Leave Payoff	9,100	4,000	4,700	4,700
1040	Vacation Payoff	10,000	6,800	2,900	2,900
1101	Retirement	73,085	89,500	102,200	102,200
1103	P.A.R.S. Retirement	5,847	5,500	5,500	5,500
1201	Workers' Compensation	4,600	4,600	4,400	4,400
1300	Employee Group Insurance	60,500	64,400	71,400	71,400
1318	Medicare Insurance	6,277	8,700	8,600	8,600
	<b>Subtotal</b>	745,008	760,600	769,100	769,100
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	160	1,400	1,400	1,400
2011	Training, Travel and Dues	4,500	10,100	10,100	10,100
2021	Natural Gas	7,627	5,800	6,000	6,000
2024	Electricity	42,490	44,000	42,000	42,000
2027	Water	11,184	10,600	11,200	11,200
2031	Telephone	4,349	4,600	4,200	4,200
2101	Materials and Supplies	34,397	31,700	32,400	32,400
2150	Rents and Leases	31,533	29,200	29,200	29,200
2170	General Insurance	7,200	7,200	6,900	6,900
2222	Repairs and Maint. Other	14,647	21,700	21,700	21,700
2281	Printing	25,834	36,600	36,600	36,600
2401	Contractual Services	606,532	593,800	593,800	593,800
2432	Postage	15,207	16,300	16,300	16,300
	<b>Subtotal</b>	805,660	813,000	811,800	811,800
<b><u>Capital Outlay</u></b>					
5408	(R) Two Personal Computers		<i>Prior years capital items shown in totals only</i>	3,400	
	<b>Subtotal</b>	5,118	3,800	3,400	0

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

*Community Services  
General Fund/5101 & 5103*

<b>Account No.</b>	<b>Account Title</b>	<b>Actual Expenditures 2009-10</b>	<b>Adopted Budget 2010-11</b>	<b>Department Request 2011-12</b>	<b>Adopted Budget 2011-12</b>
<b><u>Special Programs</u></b>					
8017	Cold Weather Shelter*	7,246	5,600	5,600	5,600
8092	Summer Festivals Parking	17,409	31,200	30,600	30,600
8190	Alternative Sleeping Location		285,000	260,100	260,000
8191	Project Homecoming		10,000	10,000	5,000
8807	Community Center Furnishings	52,561			
	<b>Subtotal</b>	<b>77,216</b>	<b>331,800</b>	<b>306,300</b>	<b>301,200</b>
	<b>Grand Total</b>	<b>\$1,633,001</b>	<b>\$1,909,200</b>	<b>\$1,890,600</b>	<b>\$1,882,100</b>

\* Partially Funded by the Community Development Block Grant.

## *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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Dir. of Community Services/ Assistant to the City Manager	1	1	1	\$147,100	\$147,100	\$147,100
Recreation Supervisor	2	2	2	130,200	120,600	120,600
Administrative Assistant	1	1	1	65,400	65,400	65,400
Senior Services Coordinator	1	1	1	63,000	66,100	66,100
Sr. Office Assistant	0.75	0.75	0.75	41,400	40,200	40,200
<b>TOTAL</b>	<b>5.75</b>	<b>5.75</b>	<b>5.75</b>	<b>\$447,100</b>	<b>\$439,400</b>	<b>\$439,400</b>

## Swimming Pool Division

*Community Services  
General Fund/5102*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$45,884	\$44,900	\$47,200	\$47,200
1003	Salaries, Part Time	124,376	118,000	118,000	118,000
1006	Salaries, Overtime	4,202	3,000	3,000	3,000
1038	New Sick Leave Payoff	2,100	3,200	1,900	1,900
1040	Vacation Payoff	3,600	4,700	5,000	5,000
1042	Comp Time Payoffs	100	100	100	100
1101	Retirement	7,476	9,000	11,000	11,000
1103	P.A.R.S. Retirement	4,680	4,400	4,400	4,400
1201	Workers' Compensation	1,400	1,300	1,200	1,200
1300	Employee Group Insurance	10,700	11,400	12,400	12,400
1318	Medicare Insurance	2,534	2,400	2,400	2,400
	<b>Subtotal</b>	207,052	202,400	206,600	206,600
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	2,120	2,300	2,300	2,300
2011	Training, Travel and Dues	2,534	3,600	3,700	3,600
2021	Natural Gas	36,001	42,000	40,000	40,000
2024	Electricity	26,311	26,800	25,000	25,000
2027	Water	6,301	7,000	6,900	6,900
2031	Telephone	835	1,700	1,100	1,100
2101	Materials and Supplies	29,263	39,100	39,100	39,100
2170	General Insurance	2,100	2,100	2,000	2,000
2222	Repairs and Maint. Other	25,987	16,200	18,200	18,200
2281	Printing	619	1,200	1,200	1,200
2401	Contractual Services	113,593	103,300	102,600	103,000
	<b>Subtotal</b>	245,666	245,300	242,100	242,400
<b>Capital Outlay</b>					
5622	(R) Two Entry Doors			15,000	15,000
5622	(R) Changing Benches			5,000	5,000
5622	(R) Pool Covers			15,000	15,000
5622	(R) Pool Deck			15,000	15,000
5622	(R) Hot Water Boiler			18,000	18,000
	<b>Subtotal</b>	55,132	29,500	68,000	68,000
	<b>Grand Total</b>	<b>\$507,850</b>	<b>\$477,200</b>	<b>\$516,700</b>	<b>\$517,000</b>

Prior years capital items  
shown in totals only

## *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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Pool Manager	1	1	1	\$44,900	\$47,200	\$47,200
<b>TOTAL</b>	1	1	1	\$44,900	\$47,200	\$47,200

## Community Assistance

*Community Services  
General Fund/5201*

Account No.	Organization	Actual Expenditures 2009-10	Adopted Budget 2010-11	Community Request 2011-12	Adopted Budget 2011-12
2900	Contingency		\$300		
2966	Age Well Senior Services	\$9,500	9,500	\$16,000	\$9,500
2957	American Cancer Society, CA Division			4,000	500
2981	Animal Crackers Pet Rescue	1,000	1,000	5,000	2,000
2922	Boys & Girls Club of Laguna Beach	10,000	10,000	20,000	10,000
2999	Breast Cancer Solutions			9,000	
2918	CaDance Laguna Dance Festival	7,000	7,000	20,000	7,000
2932	Coastal Family Therapy Services	3,000			
2940	Crosscultural Council	20,000	20,000	30,000	20,000
2982	Endangered Planet Foundation	1,500	1,500		
2983	Friends of Laguna Beach Dog Park	1,000			
2908	Friends of Laguna Beach Library, Inc.	14,500	14,500	15,000	14,500
2911	Friends of the Hortense Miller Garden	2,000	2,000	6,000	4,000
2938	Friendship Shelter, Inc.	3,000	4,000	15,000	4,000
2975	Gallimaufry Performance Arts	4,000	4,000		
2984	Helping Hand World Wide	3,000	4,000	10,000	3,500
2943	HIV Advisory Committee	7,000	8,000	25,000	8,400
2915	Laguna Beach Chamber of Commerce		16,000	36,500	15,500
2917	Laguna Beach Community Clinic	34,500	20,000	25,000	20,000
2947	Laguna Beach Historical Society	1,000	1,000	5,500	1,000
2958	Laguna Beach Housing & Human Services			1,000	500
2964	Laguna Beach Live!	9,300	8,300	25,000	8,000
2959	Laguna Beach Safe Rides			3,000	500
2924	Laguna Beach Seniors, Inc.	15,000	15,000	25,000	15,000
2985	Laguna Beach Sister Cities Assn.	1,000	1,000	3,000	1,000
2979	Laguna Beach Women's Club	4,000	4,000	13,000	3,500
2986	Laguna Canyon Foundation	2,500	2,500	20,000	2,500
2925	Laguna Community Concert Band	6,000	6,000	7,000	6,000
2972	Laguna Ocean Foundation	4,000	4,000	9,700	3,500
2949	Laguna Outreach Comm. Arts (LOCA)	4,000	4,000	6,900	3,500
2929	Laguna Playhouse			8,500	
2980	Laguna Plein Air Painters Association	2,000	2,000	10,000	2,000
2905	Laguna Relief & Resource Center	21,000	20,000	50,600	19,500
2953	Laura's House		1,000	3,500	1,000
2954	Mission Hospital Laguna Beach		3,000	10,000	3,000
2912	No Square Theater	11,000	8,000	15,000	8,000
2920	Pacific Marine Mammal Center	10,000	10,000	10,000	9,000
2955	Protecting Unwanted Pets (PUP)		2,000	5,000	2,000
2974	Rotary Club of Laguna Beach	500	500	1,500	500
2931	Sally's Fund, Inc.	10,000	10,000	15,000	10,000
2960	Sawdust Art Festival			14,000	1,000
2916	TLC Branch Laguna Club for Kids	7,000	7,000	10,000	7,000
<b>Grand Total</b>		<b>\$229,300</b>	<b>\$231,100</b>	<b>\$508,700</b>	<b>\$226,900</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:

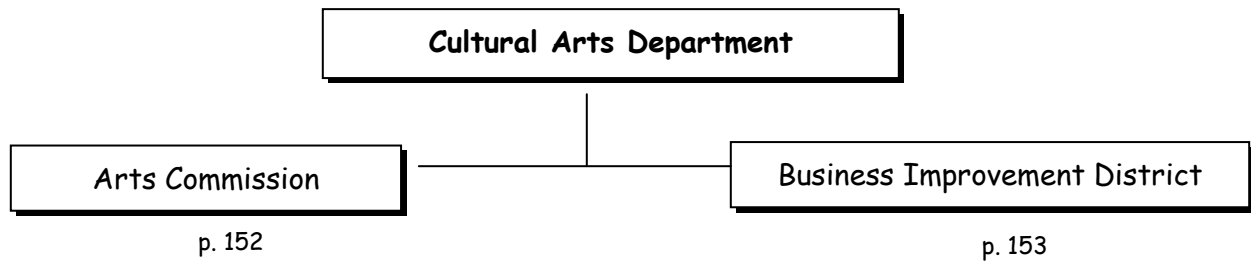
**Arts Commission** - The Arts Commission consists of seven appointed community members. The Commission makes recommendations to the City Council about cultural affairs. The Commission organizes special programs, which include Artist Designed Benches, Banner Competition, Music in the Park, Palette Competition,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

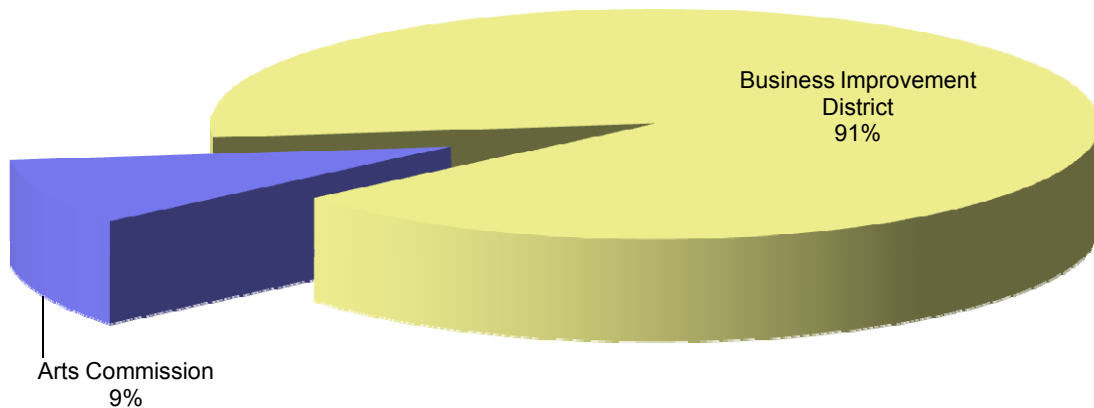


## Cultural Arts Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Arts Commission	\$131,800	\$2,900				\$134,700
Business Improv. District				1,330,000		\$1,330,000
Department Total	\$131,800	\$2,900	\$0	\$1,330,000	\$0	\$1,464,700

### Summary By Division Total



**Cultural Arts Department  
Budget Detail**

*All  
Divisions*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$88,940	\$88,900	\$88,900	\$88,900
1003	Salaries, Part Time	6,240	6,700	6,700	6,700
1038	Sick Leave Payoff	800	300	200	200
1040	Vacation Payoff	300	500	500	500
1101	Retirement	15,056	17,800	20,700	20,700
1103	P.A.R.S. Retirement	234	300	300	300
1201	Workers' Compensation	700	700	700	700
1300	Employee Group Insurance	10,700	11,400	12,400	12,400
1318	Medicare Insurance	1,438	1,400	1,400	1,400
	<b>Subtotal</b>	<b>124,409</b>	<b>128,000</b>	<b>131,800</b>	<b>131,800</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	290	700	700	700
2031	Telephone	278	500	500	500
2101	Materials and Supplies	977	600	600	600
2170	General Insurance	1,100	1,100	1,100	1,100
	<b>Subtotal</b>	<b>2,645</b>	<b>2,900</b>	<b>2,900</b>	<b>2,900</b>
<b>Special Programs</b>					
	Special Programs	1,244,068	1,300,000	1,330,000	1,330,000
	<b>Subtotal</b>	<b>1,244,068</b>	<b>1,300,000</b>	<b>1,330,000</b>	<b>1,330,000</b>
	<b>Grand Total</b>	<b>\$1,371,121</b>	<b>\$1,430,900</b>	<b>\$1,464,700</b>	<b>\$1,464,700</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
	2010-11	2011-12	2011-12	2010-11	2011-12	2011-12
Cultural Arts Manager	1	1	1	\$88,900	\$88,900	\$88,900
<b>TOTAL</b>	1	1	1	\$88,900	\$88,900	\$88,900

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

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$88,940	\$88,900	\$88,900	\$88,900
1003	Salaries, Part Time	6,240	6,700	6,700	6,700
1038	New Sick Leave Payoff	800	300	200	200
1040	Vacation Payoff	300	500	500	500
1101	Retirement	15,056	17,800	20,700	20,700
1103	P.A.R.S. Retirement	234	300	300	300
1201	Workers' Compensation	700	700	700	700
1300	Employee Group Insurance	10,700	11,400	12,400	12,400
1318	Medicare Insurance	1,438	1,400	1,400	1,400
	<b>Subtotal</b>	<b>124,409</b>	<b>128,000</b>	<b>131,800</b>	<b>131,800</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	290	700	700	700
2031	Telephone	278	500	500	500
2101	Materials and Supplies	977	600	600	600
2170	General Insurance	1,100	1,100	1,100	1,100
	<b>Subtotal</b>	<b>2,645</b>	<b>2,900</b>	<b>2,900</b>	<b>2,900</b>
<b>Special Programs</b>					
8944	Sculpture Program*	10,500			
8946	Heisler Park AIPP*	339			
8947	Mural Program*	3,000			
	<b>Subtotal</b>	<b>13,839</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$140,892</b>	<b>\$130,900</b>	<b>\$134,700</b>	<b>\$134,700</b>

\* Funded by the Art in Lieu Fund.

**Business Improvement District**

*Cultural Arts  
General Fund/5202*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
8012	Laguna Beach Visitor's Bureau	\$661,081	\$650,000	\$665,000	\$665,000
8041	Laguna Art Museum	132,216	130,000	133,000	133,000
8200	Laguna Moulton Playhouse	132,216	130,000	133,000	133,000
8201	Laguna College of Art and Design	132,216	130,000	133,000	133,000
8004	Arts Commission Special Programs	113,660	130,000	133,000	133,000
8203	Cultural Arts Funding	172,500	130,000	133,000	133,000
<b>Subtotal</b>		<b>\$1,343,889</b>	<b>\$1,300,000</b>	<b>\$1,330,000</b>	<b>\$1,330,000</b>

<b>Allocations of Funds*</b>		
Description	As of July 1, 2010	As of July 1, 2011
<i>Arts Commission Special Programs:</i>		
Artist Designed Bench Competition	\$10,000	
Artist Open Studios	5,000	\$8,000
Banner/Palette Competitions	13,600	17,166
Broadway Sculpture Installation		10,000
City Hall Exhibitions	6,000	6,000
Cultural Arts Information Publications	21,600	14,000
Cultural Arts Facilities	27,600	30,000
Mural Installations	10,000	11,000
Performances	25,000	29,000
Restoration of Public Art	8,000	10,000
Subtotal	<u>126,800</u>	<u>135,166</u>
<i>Cultural Arts Funding:</i>		
CaDance	9,000	14,000
Community Art Project		1,500
First Thursday's Art Walk	16,500	19,258
Gallimaufry Performing Arts	15,000	
Laguna Beach Alliance for the Arts	15,500	15,500
Laguna Beach Live!	16,000	19,258
Laguna Beach Sister City Association	1,500	1,500
Laguna Community Concert Band	8,000	8,000
Laguna Outreach Community Arts	13,500	14,500
Laguna Plein Air Painters Association	2,000	4,500
Laguna Tunes	1,300	2,700
My Hero Project	2,000	3,000
No Square Theater	14,000	18,450
Sawdust Art Festival	11,000	13,000
So. California Artist Association	1,500	
Subtotal	<u>126,800</u>	<u>135,166</u>
<b>Grand Total</b>	<b><u>\$253,600</u></b>	<b><u>\$135,166</u></b>
* Allocations for program year 2011-12 are based on revenues received in the preceding fiscal year. The 2011-12 adopted budget reflects the anticipated reserves for FY 2011-12.		



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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 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1040	Vacation Payoff	\$155,776	\$378,200	\$378,000	\$378,000
1041	Sick Leave Payoff	789,272	284,000	284,000	284,000
1042	Comp Time Payoffs	30,135	38,800	38,800	38,800
1201	Workers' Comp. Insurance	1,053,488	1,013,800	1,013,800	1,013,800
1303	Health Insurance	3,078,238	3,404,000	3,380,400	3,380,400
1306	Dental Insurance	215,346	208,000	202,300	202,300
1309	Life Insurance	25,398	37,800	37,800	37,800
1310	Retiree Health Savings	307,064	309,600	300,000	300,000
1313	Long Term Disability Ins.	68,169	124,000	50,000	50,000
1316	Unemployment Insurance	67,668	60,800	60,800	60,800
1318	Medicare Insurance	6,306	8,000	8,000	8,000
	<b>Subtotal</b>	<b>5,796,860</b>	<b>5,867,000</b>	<b>5,753,900</b>	<b>5,753,900</b>
<b>Maintenance and Operations</b>					
2170	General Insurance	1,570,660	600,000	900,000	900,000
	<b>Subtotal</b>	<b>1,570,660</b>	<b>600,000</b>	<b>900,000</b>	<b>900,000</b>
	<b>Grand Total</b>	<b>\$7,367,520</b>	<b>\$6,467,000</b>	<b>\$6,653,900</b>	<b>\$6,653,900</b>

**Vehicle Replacement***Internal Service Fund  
Vehicle Replacement Fund*

Description	Division	Department Request 2011-12	Adopted Budget 2011-12
<b><u>Police Department:</u></b>			
Three Marked Patrol Vehicles	2102	\$101,000	\$65,000
Marked Motorcycle	2102	19,000	
Marked Patrol Vehicle	2201	35,000	
Marked Patrol Vehicle	2301	28,000	28,000
	<b>Subtotal</b>	<b>183,000</b>	<b>93,000</b>
<b><u>Fire Department:</u></b>			
Type 1 Fire Engine	2401	535,000	
	<b>Subtotal</b>	<b>535,000</b>	<b>0</b>
<b><u>Public Works Department:</u></b>			
Pickup Truck	3102	25,000	25,000
Pickup Truck with Lift Gate	3104	40,000	40,000
Street Sweeper	3106	250,000	250,000
Truck-F700 Vactor	3106	100,000	100,000
Pickup Truck with Lift Gate	3501	30,000	30,000
Cargo Van	3501	30,000	30,000
AQMD Retro Fits (Four vehicles)		60,000	60,000
	<b>Subtotal</b>	<b>535,000</b>	<b>535,000</b>
<b><u>Water Quality Department:</u></b>			
Aquatec Truck	3301	320,000	320,000
Medium Duty Truck	3301	35,000	35,000
Light Duty Truck	3301	14,100	14,100
	<b>Subtotal</b>	<b>369,100</b>	<b>369,100</b>
	<b>GRAND TOTAL</b>	<b>\$1,622,100</b>	<b>\$997,100</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 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$21,647,941	\$22,488,400	\$22,142,400	\$22,064,600
1003	Salaries, Part Time	2,389,318	2,312,100	2,247,000	2,245,700
1004	Tidepool, Part Time	91	1,500	4,500	4,500
1006	Salaries, Overtime	1,770,275	1,818,200	1,830,000	1,817,800
1007	Salaries, Overtime-Mutual Aid	82,071			
1038	Sick Leave Payoff	311,826	289,000	323,600	323,600
1040	Vacation Payoff	394,358	380,200	411,500	411,500
1042	Comp Time Payoffs	22,800	38,800	32,300	32,300
1053	Holiday Allowance	162,958	153,500	153,500	153,500
1059	Residency Incentive	50,795	52,700	47,100	58,100
1101	Retirement	15,092,680	5,382,400	6,257,600	6,236,200
1102	PERS, Side Fund	285,693	856,400	857,100	857,100
1103	P.A.R.S. Retirement	78,753	86,600	84,500	84,500
1201	Workers' Compensation	1,213,800	1,013,800	1,013,800	1,013,800
1300	Employee Group Insurance	2,762,700	2,908,500	3,109,400	3,109,400
1318	Medicare Insurance	303,066	339,100	339,200	337,900
	<b>Subtotal</b>	<b>46,569,125</b>	<b>38,121,200</b>	<b>38,853,500</b>	<b>38,750,500</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	202,654	210,400	209,500	208,700
2011	Training, Travel and Dues	226,735	260,800	264,100	253,200
2021	Natural Gas	65,622	70,600	66,600	66,600
2024	Electricity	626,024	582,100	644,300	643,700
2027	Water	193,315	214,500	199,900	199,900
2031	Telephone	211,966	197,100	212,600	212,600
2051	Gas and Lubrications	381,388	557,400	688,700	688,700
2101	Materials and Supplies	1,479,429	1,162,200	1,102,100	1,102,100
2110	Paramedic Medical Supplies	46,121	45,800	48,000	48,000
2150	Rents and Leases	1,344,918	1,426,300	1,393,800	1,380,700
2170	General Insurance	600,000	600,000	600,000	600,000
2201	Repairs and Maint. Auto	393,578	455,200	463,100	463,100

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

# All Funds Summary (Con't)

## Fund Detail

Account		Actual	Adopted	Department	Adopted
		Expenditures	Budget	Request	Budget
No.	Account Title	2009-10	2010-11	2011-12	2011-12
2222	Repairs and Maint. Other	483,305	536,200	533,000	532,600
2281	Printing	101,113	156,300	151,200	151,200
2302	Legal Advertising	11,532	11,300	11,300	11,300
2401	Contractual Services	4,871,013	5,282,800	5,438,900	5,420,600
2402	Contractual SOCWA Operations	1,555,302	1,620,000	1,620,000	1,620,000
2432	Postage	59,868	79,000	80,300	80,300
2501	Bond Principal	1,425,000	1,490,000	1,565,000	1,565,000
2508	Vehicle Cost Redistribution	(71,707)	(62,000)	(62,000)	(62,000)
2521	Interest	678,584	625,500	532,100	532,100
2522	Loan Administration Fees	17,690	21,000	16,200	16,200
2804	Costs Redistributed	164,832			
2956	Gas Tax Exchange	700,918			
	Arts Commission Programs	113,659			
	Community Assistance	229,300	231,100	226,900	226,900
	Depreciation	330,125			
	<b>Subtotal</b>	<b>16,442,285</b>	<b>15,773,600</b>	<b>16,005,600</b>	<b>15,961,500</b>
<b>Capital Outlay</b>					
5305	Improv.Other Than Buildings	59,759		9,000	
5408	Office Furniture & Equipment	58,225	54,500	57,500	
5622	Other Equipment	530,017	53,500	646,900	108,000
5625	Trolley Rehabilitation	58,044			
	<b>Subtotal</b>	<b>706,045</b>	<b>108,000</b>	<b>713,400</b>	<b>108,000</b>
<b>Special Programs</b>					
	Special Programs	2,542,541	2,905,500	2,892,300	2,634,400
	<b>Subtotal</b>	<b>2,542,541</b>	<b>2,905,500</b>	<b>2,892,300</b>	<b>2,634,400</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects	6,994,648	8,645,000	9,095,000	9,095,000
	<b>Subtotal</b>	<b>6,994,648</b>	<b>8,645,000</b>	<b>9,095,000</b>	<b>9,095,000</b>
	<b>Grand Total</b>	<b>\$73,254,644</b>	<b>\$65,553,300</b>	<b>\$67,559,800</b>	<b>\$66,549,400</b>

# General Fund Summary

## Fund Detail

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	19,700,052	\$20,515,200	20,188,600	20,110,800
1003	Salaries, Part Time	1,691,371	1,587,900	1,522,800	1,521,500
1004	Tidepool, Part Time	91	1,500	4,500	4,500
1006	Salaries, Overtime	1,675,371	1,675,700	1,687,500	1,675,300
1007	Salaries, Overtime-Mutual Aid	82,071		0	0
1009	Salaries, Redistributed	(293,200)	(295,500)	(296,400)	(296,400)
1038	Sick Leave Payoff	301,400	271,800	307,100	307,100
1040	Vacation Payoff	375,800	357,500	388,800	388,800
1042	Comp Time Payoffs	22,200	38,200	32,300	32,300
1053	Holiday Allowance	158,083	150,500	150,500	150,500
1059	Residency Incentive	46,803	42,700	37,100	48,100
1101	Retirement	14,811,580	4,995,000	5,811,900	5,790,500
1102	PERS, Side Fund	285,693	856,400	857,100	857,100
1103	P.A.R.S. Retirement	72,210	59,400	57,200	57,200
1201	Workers' Compensation	1,149,100	980,100	980,000	980,000
1300	Employee Group Insurance	2,463,100	2,589,300	2,762,200	2,762,200
1318	Medicare Insurance	278,881	302,500	303,100	301,800
	<b>Subtotal</b>	<b>42,820,605</b>	<b>34,128,200</b>	<b>34,794,300</b>	<b>34,691,300</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	182,393	190,500	189,600	188,800
2011	Training, Travel and Dues	219,887	247,300	246,600	239,700
2021	Natural Gas	60,337	67,000	62,400	62,400
2024	Electricity	210,229	204,400	219,800	219,200
2027	Water	175,644	176,500	179,300	179,300
2031	Telephone	183,683	175,200	183,000	183,000
2051	Gas and Lubrications	292,367	301,500	393,800	393,800
2101	Materials and Supplies	977,501	989,700	930,800	930,800
2110	Paramedic Medical Supplies	46,121	45,800	48,000	48,000
2150	Rents and Leases	1,045,378	1,091,900	1,112,200	1,099,100
2170	General Insurance	411,900	411,900	504,300	504,300
2201	Repairs and Maint. Auto	253,958	285,000	284,000	284,000
2222	Repairs and Maint. Other	390,553	421,000	422,800	422,400
2281	Printing	67,597	106,400	101,300	101,300
2302	Legal Advertising	11,532	11,300	11,300	11,300
2401	Contractual Services	4,443,594	4,753,600	4,893,700	4,879,400



## General Fund Summary (Con't)

### *Fund Detail*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
2432	Postage	56,923	70,000	68,800	68,800
2508	Vehicle Cost Redistribution	(71,707)	(62,000)	(62,000)	(62,000)
2804	Costs Redistributed	(497,500)	(514,100)	(511,400)	(511,400)
2956	Exchange Expenditure	700,918			
	Community Assistance	229,300	231,100	226,900	226,900
	<b>Subtotal</b>	<b>9,390,606</b>	<b>9,204,000</b>	<b>9,505,200</b>	<b>9,469,100</b>
<b>Capital Outlay</b>					
5305	Improv. Other Than Buildings	59,759		9,000	
5408	Office Furniture & Equipment	58,225	54,500	54,100	
5622	Other Equipment	406,004	53,500	594,900	68,000
	<b>Subtotal</b>	<b>523,988</b>	<b>108,000</b>	<b>658,000</b>	<b>68,000</b>
<b>Special Programs</b>					
	Special Programs	885,698	2,528,600	2,503,400	2,245,500
	<b>Subtotal</b>	<b>885,698</b>	<b>2,528,600</b>	<b>2,503,400</b>	<b>2,245,500</b>
	<b>Grand Total</b>	<b>\$53,620,898</b>	<b>\$45,968,800</b>	<b>\$47,460,900</b>	<b>\$46,473,900</b>

# Parking Authority Fund Summary

## Fund Detail

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$596,560	\$598,500	\$601,400	\$601,400
1003	Salaries, Part Time	31,879	38,800	38,800	38,800
1006	Salaries, Overtime	9,970	13,200	13,200	13,200
1009	Salaries, Redistributed	216,600	216,600	216,600	216,600
1038	Sick Leave Payoff	5,600	4,400	3,600	3,600
1040	Vacation Payoff	6,600	4,600	4,800	4,800
1042	Comp Time Payoffs	600	600		
1053	Holiday Allowance	4,874	3,000	3,000	3,000
1101	Retirement	98,154	120,900	141,200	141,200
1103	P.A.R.S. Retirement	1,259	1,500	1,500	1,500
1201	Workers' Compensation	19,900	13,000	11,900	11,900
1300	Employee Group Insurance	107,000	114,000	124,000	124,000
1318	Medicare Insurance	7,046	7,400	7,400	7,400
	<b>Subtotal</b>	<b>1,106,042</b>	<b>1,136,500</b>	<b>1,167,400</b>	<b>1,167,400</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	3,891	3,400	3,400	3,400
2011	Training, Travel and Dues	125	1,000	1,000	1,000
2024	Electricity	9,592	2,700	9,500	9,500
2027	Water	4,077	7,900	6,100	6,100
2031	Telephone	7,444	9,300	8,000	8,000
2051	Gas and Lubrications	6,663	9,500	13,000	13,000
2101	Materials and Supplies	397,353	66,500	66,500	66,500
2150	Rents and Leases	34,296	31,400	31,400	31,400
2170	General Insurance	10,300	10,300	10,300	10,300
2201	Repairs and Maint. Auto	4,375	12,000	12,000	12,000
2222	Repairs and Maint. Other	10,537	22,000	22,000	22,000
2281	Printing	13,110	20,000	20,000	20,000
2401	Contractual Services	296,623	333,900	343,900	343,900
2432	Postage	2,000	3,500	3,500	3,500
2804	Costs Redistributed	146,300	145,800	146,200	146,200
	<b>Subtotal</b>	<b>946,687</b>	<b>679,200</b>	<b>696,800</b>	<b>696,800</b>

# Parking Authority Fund Summary

*Fund*

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment			3,400	
	Subtotal	0	0	3,400	0
<b><u>Special Programs</u></b>					
	Special Programs	178,000	178,000	178,000	178,000
	Subtotal	178,000	178,000	178,000	178,000
<b><u>Capital Improvements</u></b>					
	Capital Improvement Projects	57,141		800,000	800,000
	Subtotal	57,141	0	800,000	800,000
	<b>Grand Total</b>	<b>\$2,287,870</b>	<b>\$1,993,700</b>	<b>\$2,845,600</b>	<b>\$2,842,200</b>

# Wastewater Fund Summary

## Fund Detail

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,023,346	\$1,063,600	\$1,061,100	\$1,061,100
1003	Salaries, Part Time	43,577			
1006	Salaries, Overtime	39,536	30,500	30,500	30,500
1009	Salaries, Redistributed	(2,200)	(2,200)	(2,200)	(2,200)
1038	Sick Leave Payoff	7,600	7,800	7,900	7,900
1040	Vacation Payoff	13,800	16,100	15,300	15,300
1059	Residency Incentive	3,992	10,000	10,000	10,000
1101	Retirement	159,910	204,400	236,500	236,500
1103	P.A.R.S. Retirement	1,807			
1201	Workers' Compensation	12,900	8,500	8,600	8,600
1300	Employee Group Insurance	139,100	148,200	161,200	161,200
1318	Medicare Insurance	13,131	13,200	13,100	13,100
	<b>Subtotal</b>	<b>1,456,499</b>	<b>1,500,100</b>	<b>1,542,000</b>	<b>1,542,000</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	6,687	7,500	7,500	7,500
2011	Training, Travel and Dues	6,586	10,900	14,900	10,900
2021	Natural Gas	3,109	3,100	2,800	2,800
2024	Electricity	173,920	129,400	178,000	178,000
2027	Water	10,972	30,100	11,500	11,500
2031	Telephone	16,556	11,600	16,600	16,600
2051	Gas and Lubrications	31,061	24,800	30,500	30,500
2101	Materials and Supplies	73,207	60,000	58,800	58,800
2150	Rents and Leases	124,596	142,800	142,800	142,800
2170	General Insurance	164,700	164,700	62,700	62,700
2201	Repairs and Maint. Auto	16,489	22,100	22,100	22,100
2222	Repairs and Maint. Other	78,537	86,000	81,000	81,000
2281	Printing	907	2,400	2,400	2,400
2401	Contractual Services	85,975	89,800	89,800	89,800
2402	Contractual SOCWA Operations	1,555,302	1,620,000	1,620,000	1,620,000
2432	Postage	945	5,500	8,000	8,000
2521	Bond Interest	492,881	510,000	493,000	493,000
2522	Loan Administration Fees	17,690	21,000	16,200	16,200
2804	Costs Redistributed	191,500	196,600	193,100	193,100
	<b>Subtotal</b>	<b>3,051,622</b>	<b>3,138,300</b>	<b>3,051,700</b>	<b>3,047,700</b>

# Wastewater Fund Summary (Con't)

## Fund Detail

Account No.	Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b><u>Capital Outlay</u></b>					
5622	Other Equipment			40,000	40,000
	Subtotal	0	0	40,000	40,000
<b><u>Special Programs</u></b>					
	Special Programs	26,130	12,500	24,500	24,500
	Subtotal	26,130	12,500	24,500	24,500
<b><u>Capital Improvements</u></b>					
	Capital Improvement Projects	2,307,361	1,955,000	2,705,000	2,705,000
	Subtotal	2,307,361	1,955,000	2,705,000	2,705,000
	<b>Grand Total</b>	<b>\$6,841,613</b>	<b>\$6,605,900</b>	<b>\$7,363,200</b>	<b>\$7,359,200</b>

# Transit Fund Summary

## Fund

Account No.    Account Title	Actual Expenditures 2009-10	Adopted Budget 2010-11	Department Request 2011-12	Adopted Budget 2011-12
<b><u>Salaries and Wages</u></b>				
1001 Salaries, Full Time	\$327,983	\$311,100	\$291,300	\$291,300
1003 Salaries, Part Time	622,492	685,400	685,400	685,400
1006 Salaries, Overtime	45,398	98,800	98,800	98,800
1009 Salaries, Redistributed	60,300	62,500	63,400	63,400
1038 Sick Leave Payoff	(2,774)	5,000	5,000	5,000
1040 Vacation Payoff	(1,842)	2,000	2,600	2,600
1101 Retirement	23,037	62,100	68,000	68,000
1103 P.A.R.S. Retirement	3,374	25,700	25,800	25,800
1201 Workers' Compensation	31,900	12,200	13,300	13,300
1300 Employee Group Insurance	53,500	57,000	62,000	62,000
1318 Medicare Insurance	3,653	16,000	15,600	15,600
<b>Subtotal</b>	<b>1,167,021</b>	<b>1,337,800</b>	<b>1,331,200</b>	<b>1,331,200</b>
<b><u>Maintenance and Operations</u></b>				
2001 Uniforms and Laundry	9,683	9,000	9,000	9,000
2011 Training, Travel and Dues	137	1,600	1,600	1,600
2021 Natural Gas	2,176	500	1,400	1,400
2024 Electricity	8,503	7,600	8,300	8,300
2027 Water	2,622		3,000	3,000
2031 Telephone	4,282	1,000	5,000	5,000
2051 Gas and Lubrications	51,297	221,600	251,400	251,400
2101 Materials and Supplies	31,368	43,000	43,000	43,000
2150 Rents and Leases	140,648	160,200	107,400	107,400
2170 General Insurance	13,100	13,100	22,700	22,700
2201 Repairs and Maint. Auto	118,757	136,100	145,000	145,000
2222 Repairs and Maint. Other	3,395	5,200	5,200	5,200
2281 Printing	19,499	27,500	27,500	27,500
2401 Contractual Services	38,396	85,500	91,500	87,500
2804 Costs Redistributed	324,532	171,700	172,100	172,100
Depreciation	330,125			
<b>Subtotal</b>	<b>1,098,518</b>	<b>883,600</b>	<b>894,100</b>	<b>890,100</b>
<b><u>Capital Outlay</u></b>				
5622 Other Equipment			12,000	
5625 Trolley Rehabilitation	58,044			
<b>Subtotal</b>	<b>58,044</b>	<b>0</b>	<b>12,000</b>	<b>0</b>
<b><u>Special Programs</u></b>				
Special Programs	135,123	151,400	151,400	151,400
<b>Subtotal</b>	<b>135,123</b>	<b>151,400</b>	<b>151,400</b>	<b>151,400</b>
<b>Grand Total</b>	<b>\$2,458,705</b>	<b>\$2,372,800</b>	<b>\$2,388,700</b>	<b>\$2,372,700</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 2011-12.
2. *"Capital Project Information"* (pages 172-186). These pages describe the projects budgeted for Fiscal Year 2011-12.
3. *"Ten Year Capital Improvement Plan"* (pages 187-198). A ten-year schedule is provided through Fiscal Year 2020-21 for all capital projects proposed at this time. A one-page funding summary for the entire Ten-Year Plan is shown on page 187. A revenue and budget projection schedule is shown on page 188.
4. *"Capital Improvements Not Included in the Ten-Year Plan"* (pages 199-201). 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 2011/12**  
**CAPITAL IMPROVEMENT PROJECT SUMMARY**  
**See the Following Pages for Description of Each Project**

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**Capital Improvement Fund**

Acct No.		
1	9957 Broadway (Cliff to Forest) Streetscape Improvements	\$600,000 <sup>1</sup>
2	9113 Anita Street and Seaview Street Storm Drain Construction	\$800,000
3	9114 Temple Hills Drive Storm Drain Construction	\$700,000
4	9115 Alta Vista Way Retaining Wall Replacement Upper Section	\$1,100,000
5	9116 Park Ave. and Wendt Ter. Storm Drain Inlet Improvement	\$200,000
6	9117 Queda Way Retaining Wall Repair	\$100,000
7	9118 Pedestrian Pathways and Complete Streets	\$300,000
8	9119 Agate Street Beach Access Stairway Replacement	\$400,000
9	9105 Fire Station #4 Window Replacement	\$100,000
10	9106 Laguna Canyon Frontage Road Sidewalk Installation	\$40,000
11	9107 City Hall Roof Replacement	\$200,000
<b>Total Cost of 2011/12 Capital Improvement Fund Projects</b>		<b>\$4,540,000</b>

**Gas Tax Fund**

Acct No.		
12	9108 FY 2011/12 Street Slurry Seal and Rehabilitation	\$700,000
13	9109 Repayment of Gas Tax Loan - Payment 3 of 7	\$350,000 <sup>2</sup>
<b>Total Cost of 2011/12 Gas Tax Fund Projects</b>		<b>\$1,050,000</b>

**Parking Authority Fund**

Acct No.		
14	9110 Glenneyre Parking Structure Repair	\$700,000
15	9127 Parking Management Plan	\$100,000
<b>Total Cost of 2011/12 Parking Authority Fund Projects</b>		<b>\$800,000</b>

<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2011/12</b>	<b>\$6,390,000</b>
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<sup>1</sup> Up to \$480,000 funded by a Federal transportation grant.

<sup>2</sup> Repayment of \$350,000 from an internal loan from the Vehicle Replacement Fund.

# CIP Project Information

Capital Improvement Fund

**Broadway (Cliff to Forest) Streetscape Improvements**

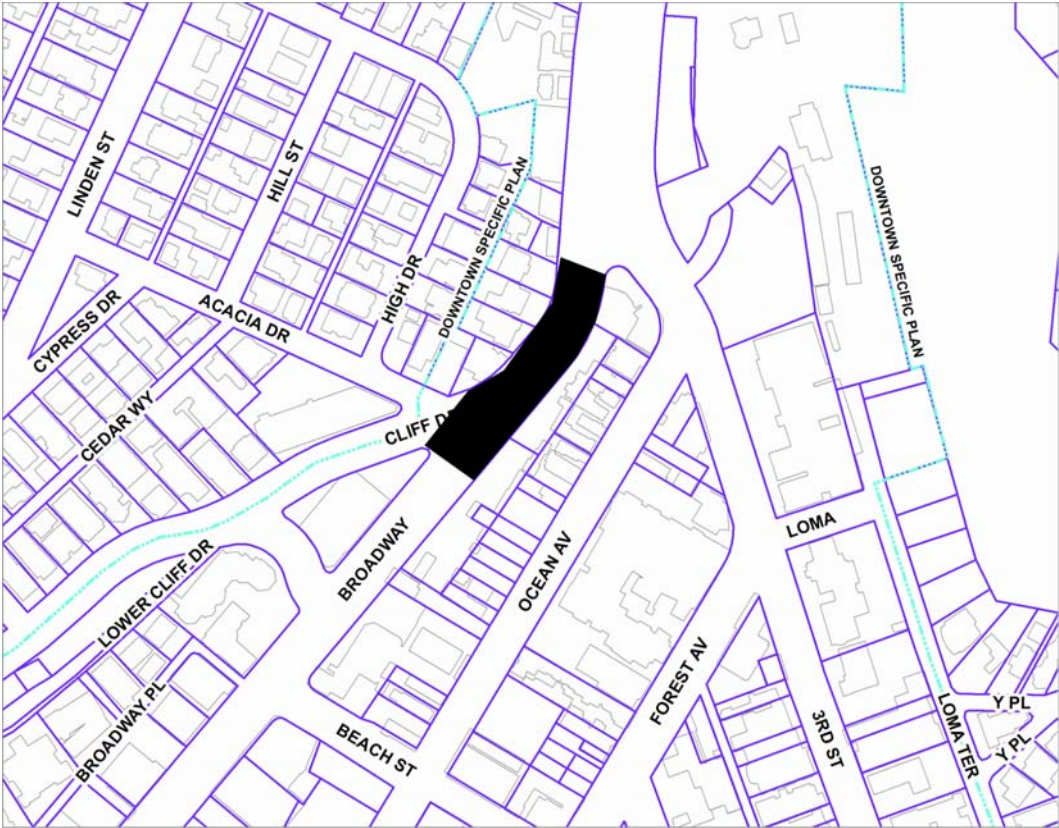
**\$600,000**

**CIP Ten-Year Plan Year: 1 11/12**

**CIP Number 1**

**Project Description and Purpose:**

Install landscaping and hardscape improvements along Broadway between Forest Avenue and the Bus Depot. Reconfiguration of the intersection at Acacia will provide a shorter pedestrian crossing and promote traffic calming.



# CIP Project Information

## Anita Street and Seaview Street Storm Drain Construction

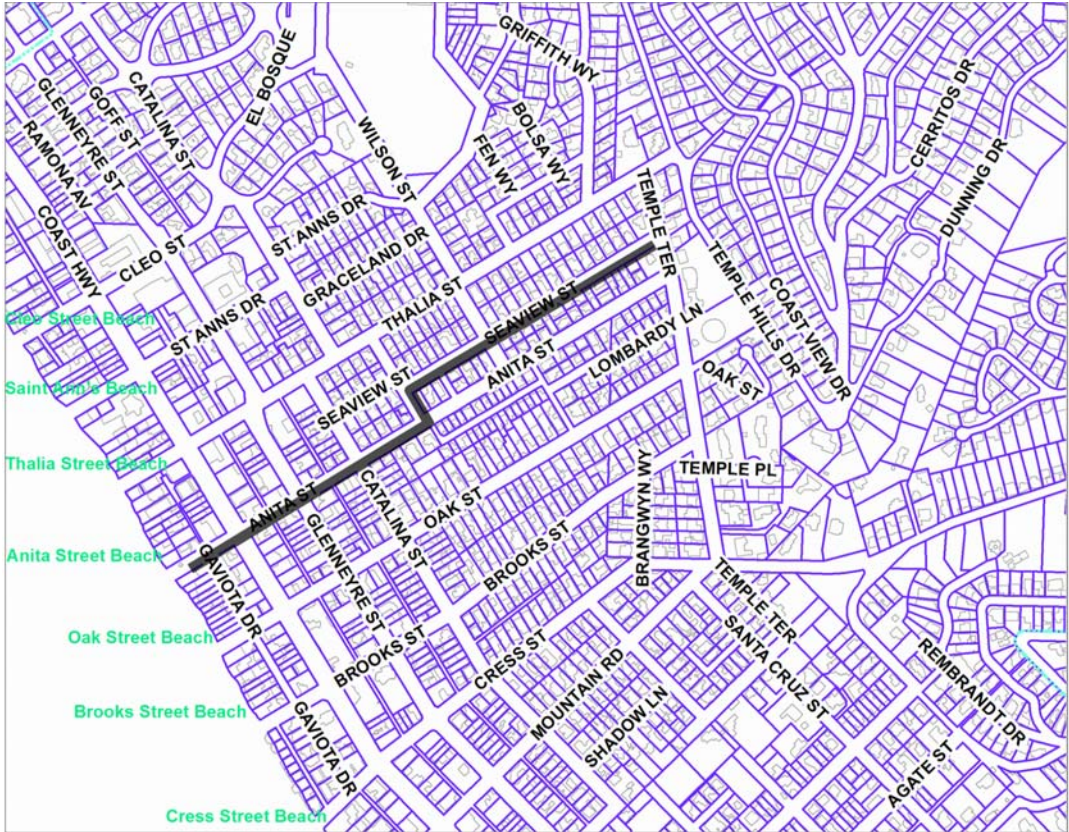
\$800,000

CIP Ten-Year Plan Year: 1 11/12

CIP Number 2

### Project Description and Purpose:

Improve the storm drain system within the area bounded by Thalia St. Temple Terrace and Oak St. The proposed storm drain will begin at the intersection of Seaview St. and Temple Terrace and will terminate at the beach end of Anita St. Benefit so this master plan of Drainage project include minimizing flood damage to private property, increasing public safety, reducing street pavement erosion, replacing or eliminating aged metal pipes, addressing localized flooding problems and relieving overtaxed storm drains on Anita St. and Oak St.



# CIP Project Information

Capital Improvement Fund

Temple Hills Drive Storm Drain Construction

\$700,000

CIP Ten-Year Plan Year: 1 11/12

CIP Number 3

**Project Description and Purpose:**

Extend an existing storm drain from Dunning Drive near Coast View up Temple Hills Drive to Rim Rock Canyon Dr. The inlets will control sheet flows from crossing Temple Hills Drive and keep concentrated flows from crossing Canyon View and Coast View.



# CIP Project Information

Capital Improvement Fund

Alta Vista Way Retaining Wall Replacement Upper Section

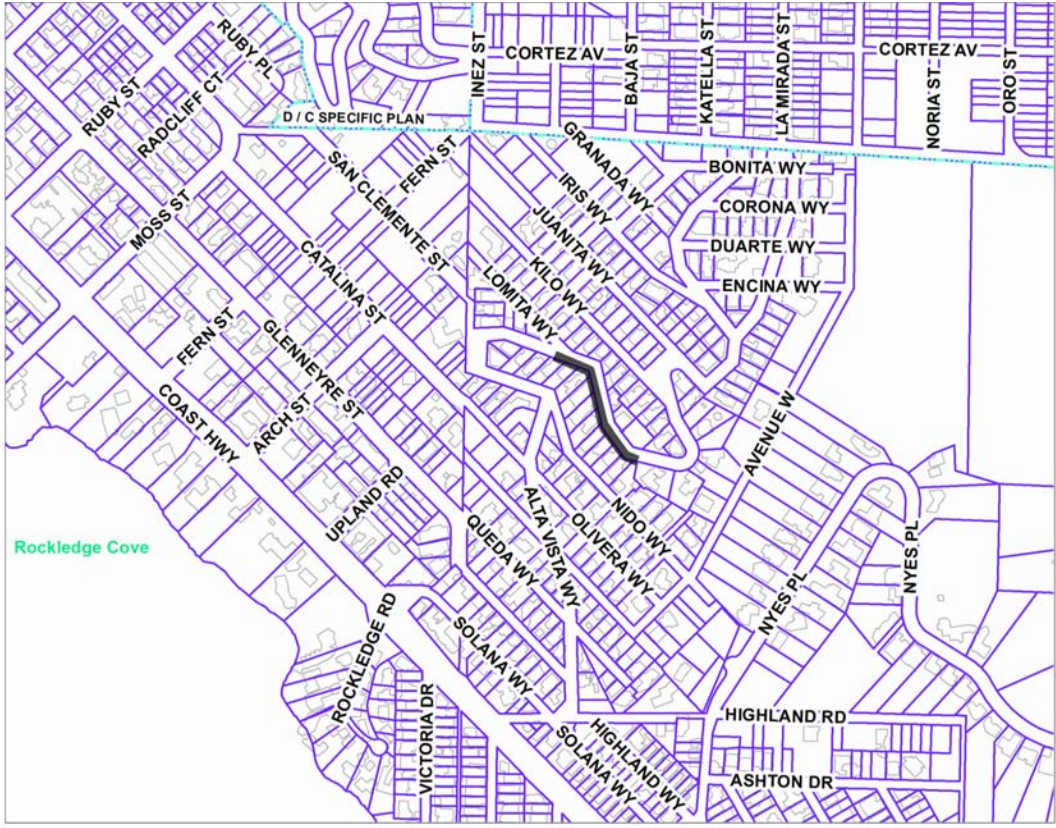
\$1,100,000

CIP Ten-Year Plan Year: 1 11/12

CIP Number 4

### Project Description and Purpose:

The wood retaining wall along the down slope side of Alta Vista, from Lomita Way to 400 feet southerly is in need of replacement in order to provide support of the road.



# CIP Project Information

Capital Improvement Fund

Park Ave. and Wendt Ter. Storm Drain Inlet Improvement

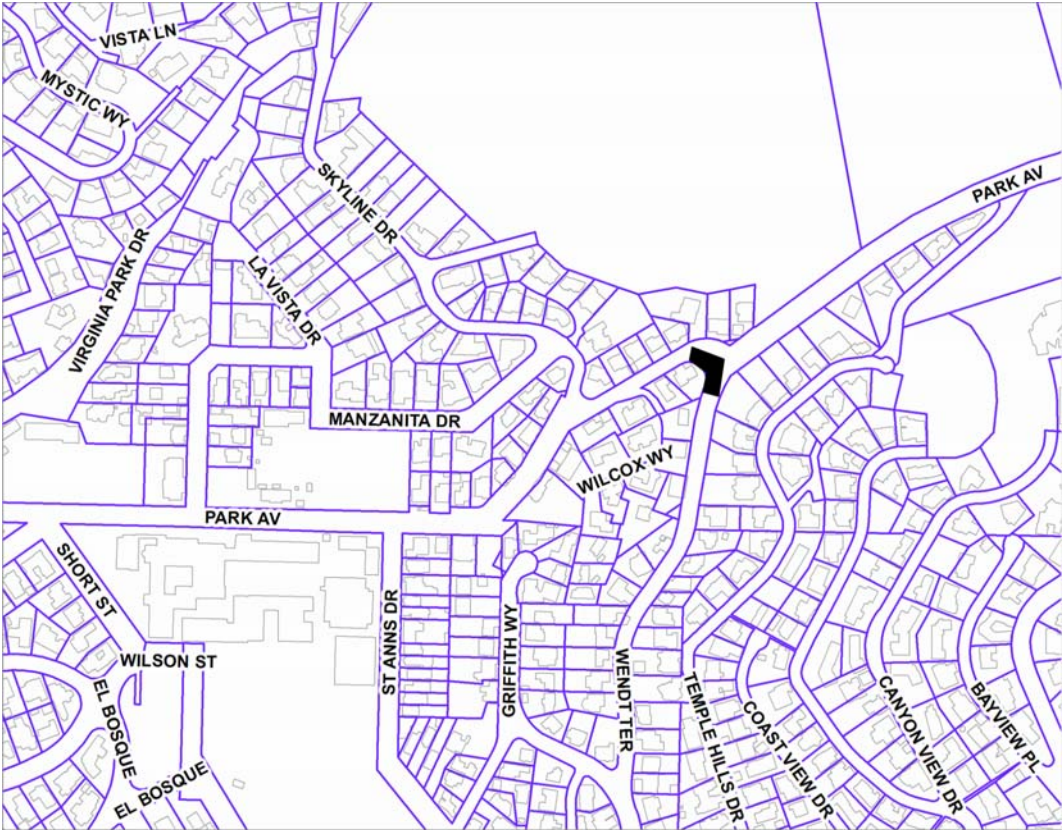
\$200,000

CIP Ten-Year Plan Year: 1 11/12

CIP Number 5

**Project Description and Purpose:**

The headwall, grate, and inlet were overwhelmed during the December 2010 storm. This project will provide various improvements that may include changes to the intersection and pavement contours.



# CIP Project Information

Capital Improvement Fund

Queda Way Retaining Wall Repair

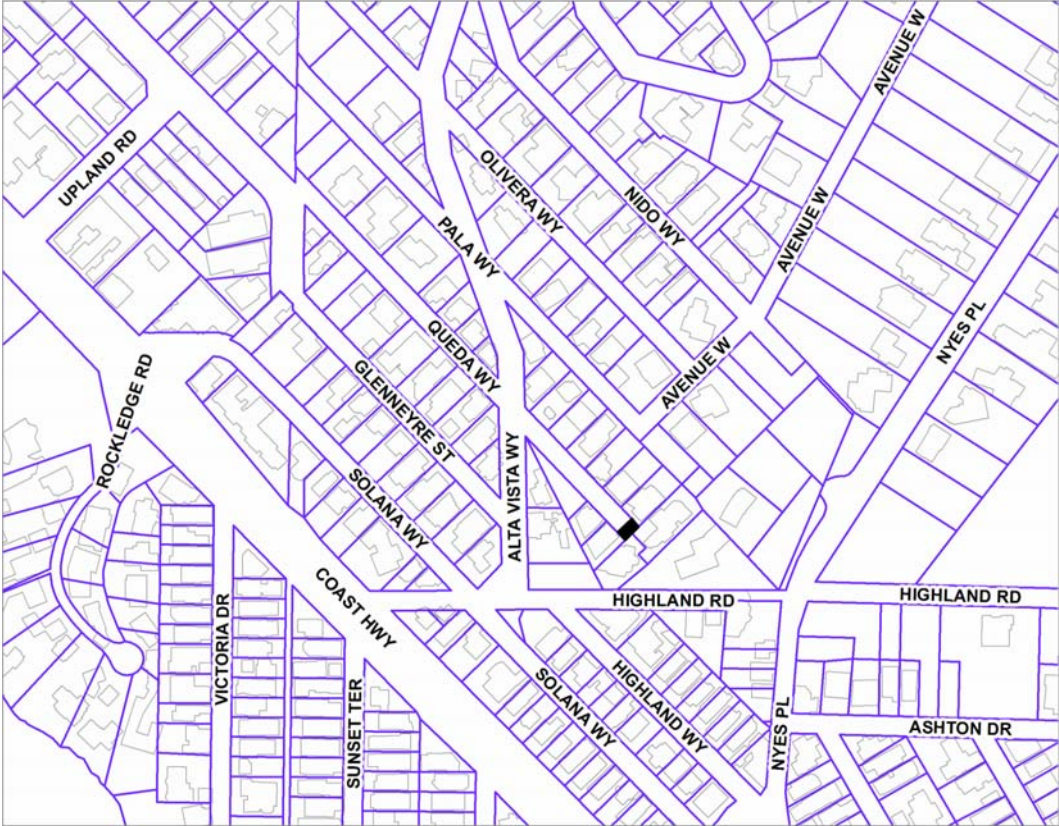
\$100,000

CIP Ten-Year Plan Year: 1 11/12

CIP Number 6

**Project Description and Purpose:**

The wooden retaining wall supporting the south end of Queda Way has failed and needs repair or replacement. A new wall with concrete caissons will be installed.



## CIP Project Information

Capital Improvement Fund

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**Pedestrian Pathways and Complete Streets**

**\$300,000**

**CIP Ten-Year Plan Year: 1 11/12**

**CIP Number 7**

**Project Description and Purpose:**

This project provides for a program to develop pedestrian pathways and complete streets elements within the City. The scope of the program will be developed at a later time.

"CITYWIDE"



# CIP Project Information

Capital Improvement Fund

Agate Street Beach Access Stairway Replacement

\$400,000

CIP Ten-Year Plan Year: 1 11/12

CIP Number 8

**Project Description and Purpose:**

The concrete supports for the beach stairs have deteriorated and need replacement.



# CIP Project Information

Capital Improvement Fund

Fire Station #4 Window Replacement

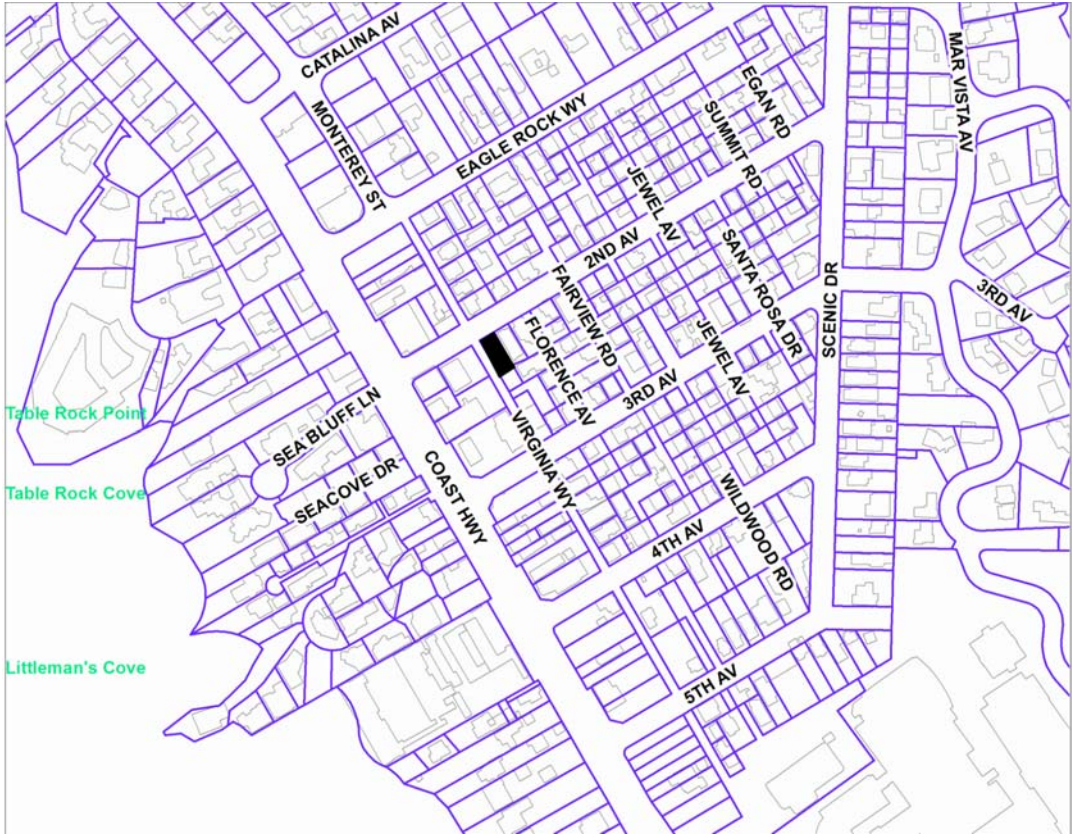
\$100,000

CIP Ten-Year Plan Year: 1 11/12

CIP Number 9

**Project Description and Purpose:**

The windows in the the fire station are over 50 years old, and are in need of replacement.



# CIP Project Information

Capital Improvement Fund

Laguna Canyon Frontage Road Sidewalk Installation

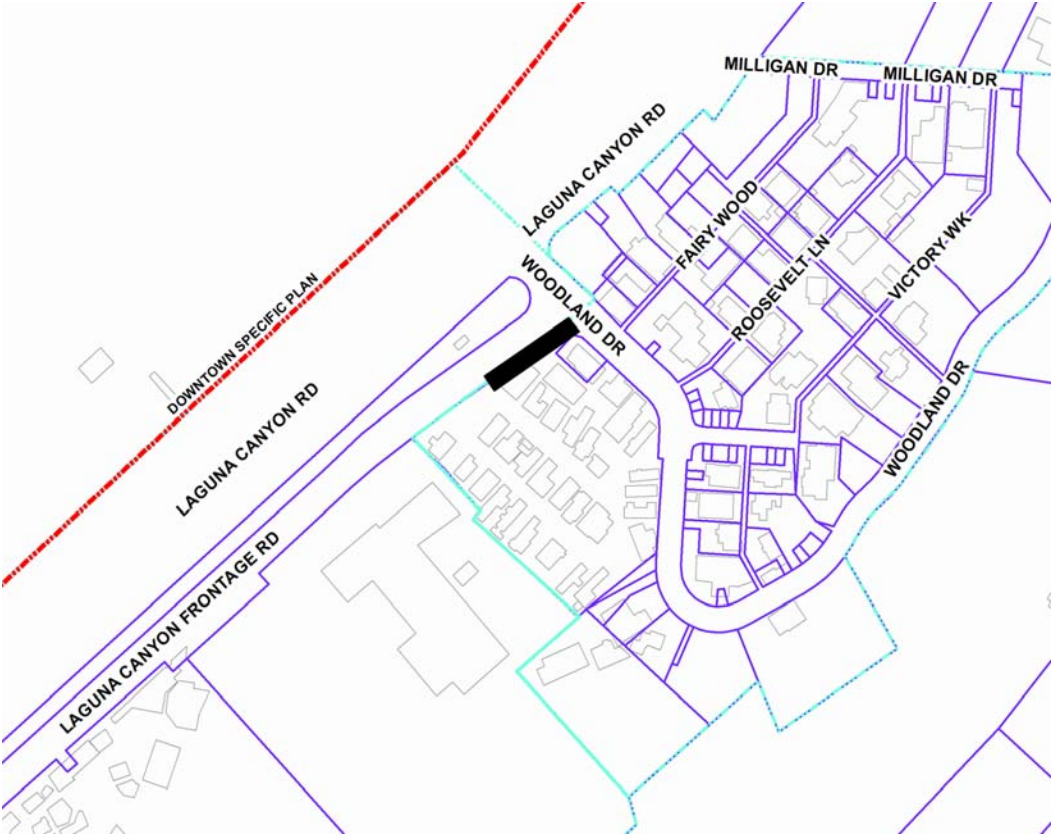
\$40,000

CIP Ten-Year Plan Year: 1 11/12

CIP Number 10

**Project Description and Purpose:**

Install a sidewalk on the southeasterly side of Laguna Canyon Frontage Road from Woodland Drive toward the Boys and Girls Club. The sidewalk will be approximately 125 feet long and ADA compliant. Relocate the curb and gutter to provide a travel lane 15.5 feet wide and allow for a sidewalk 4 feet wide which includes the 0.5 feet wide curb.



# CIP Project Information

Capital Improvement Fund

City Hall Roof Replacement

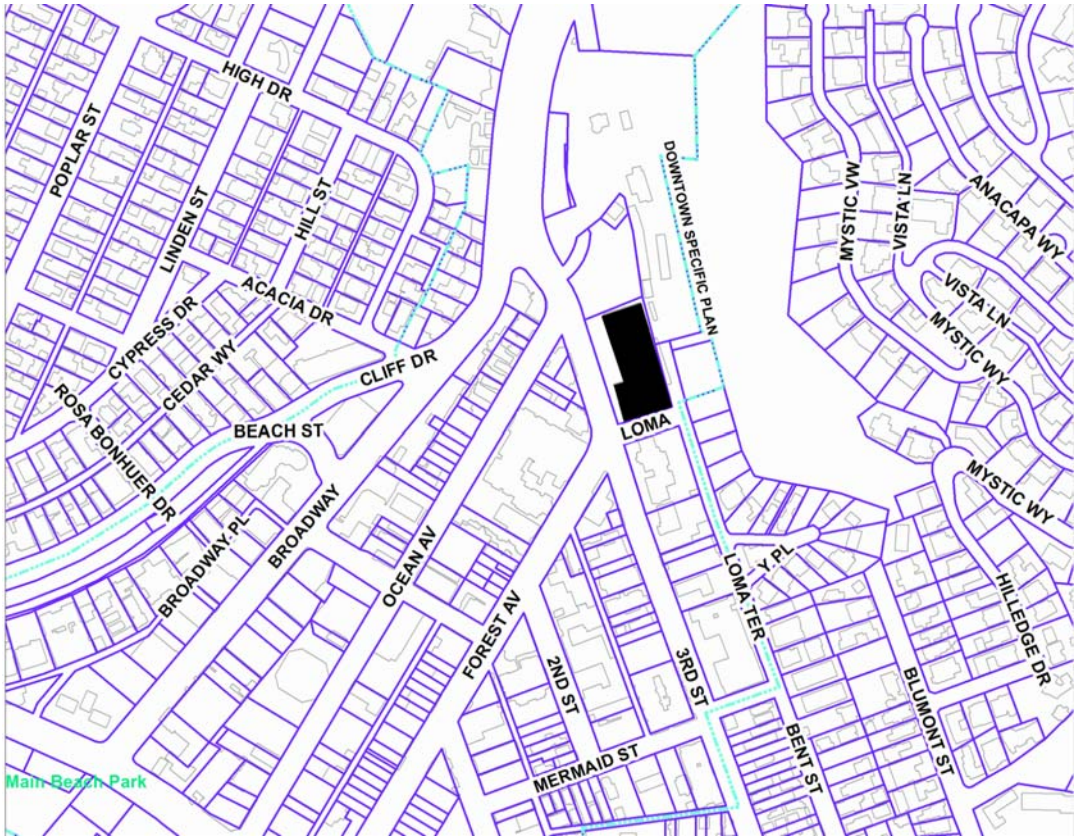
\$200,000

CIP Ten-Year Plan Year: 1 11/12

CIP Number 11

**Project Description and Purpose:**

The majority of the tile roof area of City Hall has been in place since the original construction in 1951 and was not replaced during the City Hall renovation in 1990. The original roof has reached the end of its service life, is leaking in multiple areas and needs replacement.



# CIP Project Information

Gas Tax Fund

FY 2011/12 Street Slurry Seal and Rehabilitation

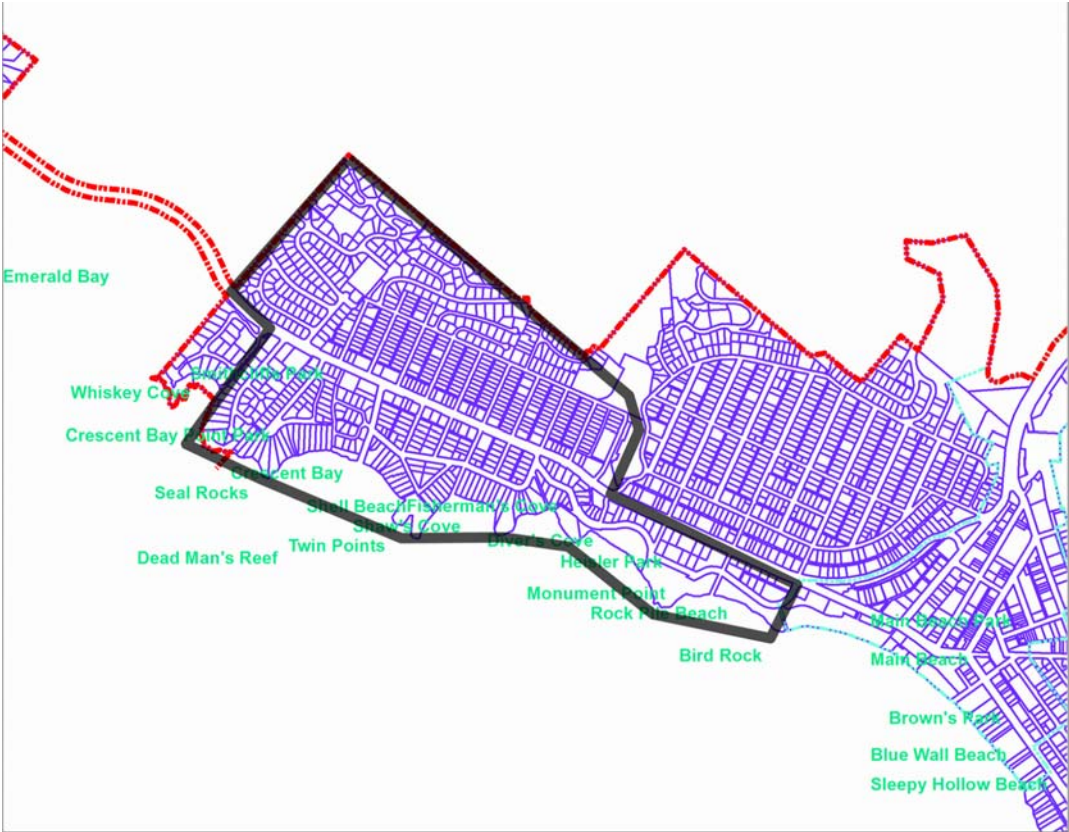
\$700,000

CIP Ten-Year Plan Year: 1 11/12

CIP Number 12

### Project Description and Purpose:

This project slurry seals streets in North Laguna that were rehabilitated in 2002.



## **CIP Project Information**

**Gas Tax Fund**

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**Repayment of Gas Tax Loan - Payment 3 of 7**

**\$350,000**

**CIP Ten-Year Plan Year: 1 11/12**

**CIP Number 13**

**Project Description and Purpose:**

Repayment of \$350,000 of an internal loan from the Vehicle Replacement Fund leaving a loan balance of \$10,000 from the Vehicle Replacement Fund and \$1,000,000 from the Street Lighting Fund.

# CIP Project Information

Parking Authority Fund

**Gleneyre Parking Structure Repair**

**\$700,000**

**CIP Ten-Year Plan Year: 1 11/12**

**CIP Number 14**

**Project Description and Purpose:**

The Gleneyre Parking structure that was built in 1984 has experienced structural distress due to settlement and design deficiencies. Some repairs were made in 2002. More extensive work is needed to repair newer damage and to add structural supports to prevent further damage.



## CIP Project Information

Parking Authority Fund

Parking Management Plan

\$100,000

CIP Ten-Year Plan Year: 1 11/12

CIP Number 15

**Project Description and Purpose:**

Preparation of a comprehensive parking management plan which emphasizes, among other things, the need for downtown employees to avoid parking in metered parking spaces

"CITYWIDE"



**FUNDING SUMMARY**  
**TEN YEAR CAPITAL IMPROVEMENT PLAN**  
**Fiscal Year 2011/12 through Fiscal Year 2020/21**

	<b>Year</b>	<b>Capital Improvement Fund</b>	<b>Gas Tax Fund</b>	<b>Parking Authority Fund</b>	<b>Total</b>
1.	2011/12	\$4,540,000 <sup>1</sup>	\$1,050,000	\$800,000	\$6,390,000
2.	2012/13	4,700,000 <sup>2</sup>	940,000		5,640,000
3.	2013/14	4,700,000	960,000		5,660,000
4.	2014/15	5,100,000 <sup>3</sup>	960,000		6,060,000
5.	2015/16	4,800,000	980,000		5,780,000
6.	2016/17	5,000,000	1,000,000		6,000,000
7.	2017/18	4,900,000	1,000,000		5,900,000
8.	2018/19	5,200,000	1,100,000		6,300,000
9.	2019/20	4,900,000	1,000,000		5,900,000
10.	2020/21	<u>5,200,000</u>	<u>1,100,000</u>	<u></u>	<u>6,300,000</u>
<b>TOTAL</b>		<u><u>\$49,040,000</u></u>	<u><u>\$10,090,000</u></u>	<u><u>\$800,000</u></u>	<u><u>\$59,930,000</u></u>

<sup>1</sup> Up to \$480,000 funded by a Federal transportation grant

<sup>2</sup> \$150,000 funded by a water quality grant

<sup>3</sup> \$150,000 funded by a water quality grant

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

	1 11/12	2 12/13	3 13/14	4 14/15	5 15/16	6 16/17	7 17/18	8 18/19	9 19/20	10 19/21
<b>116 CAPITAL IMPROVEMENT FUND</b>										
<b>Starting Fund Balance</b>	\$ 150,000	\$ 256,000	\$ 372,000	\$ 388,000	\$ 254,000	\$ 370,000	\$ 386,000	\$ 502,000	\$ 318,000	\$ 434,000
<b>Revenues:</b>										
3138 Real Property Transfer Tax	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
3144 Building Construction Tax	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000
3410 Vehicle Code Fines	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
3415 Municipal Code Fines Other	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
3420 Municipal Code Fines Parking	\$ 900,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 900,000
3422 Municipal Code Fines DMV	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000
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	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
3113 Hotel Taxes from Montage	\$ 2,800,000	\$ 2,850,000	\$ 2,900,000	\$ 3,000,000	\$ 3,100,000	\$ 3,200,000	\$ 3,200,000	\$ 3,200,000	\$ 3,200,000	\$ 3,200,000
Federal Transportation Grant (TEA)	\$ 480,000									
OCTA or Clean Water Grants	\$ 150,000			\$ 150,000						
<b>Total Revenues</b>	\$ 5,096,000	\$ 4,816,000	\$ 4,716,000	\$ 4,966,000	\$ 4,916,000	\$ 5,016,000	\$ 5,016,000	\$ 5,016,000	\$ 5,016,000	\$ 5,016,000
<b>Transfer To Sewer Fund</b>	\$ (450,000)									
<b>Transfer To Gas Tax Fund</b>	\$ 4,796,000	\$ 5,072,000	\$ 5,068,000	\$ 5,354,000	\$ 5,170,000	\$ 5,386,000	\$ 5,402,000	\$ 5,518,000	\$ 5,334,000	\$ 5,450,000
<b>Total Funds Available</b>	\$ (4,540,000)	\$ (4,700,000)	\$ (4,700,000)	\$ (5,100,000)	\$ (4,800,000)	\$ (5,000,000)	\$ (4,900,000)	\$ (5,200,000)	\$ (4,900,000)	\$ (5,200,000)
<b>CIP Budget</b>										
<b>Ending Fund Balance</b>	\$ 256,000	\$ 372,000	\$ 388,000	\$ 254,000	\$ 370,000	\$ 386,000	\$ 502,000	\$ 318,000	\$ 434,000	\$ 250,000

	1 11/12	2 12/13	3 13/14	4 14/15	5 15/16	6 16/17	7 17/18	8 18/19	9 19/20	10 19/21
<b>132 GAS TAX FUND</b>										
<b>Starting Fund Balance</b>	\$ 115,835	\$ 1,835	\$ 7,835	\$ 3,835	\$ 9,835	\$ 6,835	\$ 29,835	\$ 63,835	\$ 9,835	\$ 67,835
<b>Revenues:</b>										
3102 Sales Tax Measure M2	\$ 275,000	\$ 285,000	\$ 295,000	\$ 305,000	\$ 316,000	\$ 327,000	\$ 338,000	\$ 350,000	\$ 362,000	\$ 375,000
3500 Investment Earnings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
3623 Gasoline Tax Section 2103 HUTA	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
3624 Gasoline Tax Section 2105	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000
3625 Gasoline Tax Section 2106	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000
3626 Gasoline Tax Section 2107	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000
3627 Gasoline Tax Section 2107.5	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
<b>Total Revenues</b>	\$ 936,000	\$ 946,000	\$ 956,000	\$ 966,000	\$ 977,000	\$ 1,023,000	\$ 1,034,000	\$ 1,046,000	\$ 1,058,000	\$ 1,071,000
<b>Transfer From Capital Improvement Fund</b>	\$ 1,051,835	\$ 947,835	\$ 963,835	\$ 969,835	\$ 966,835	\$ 1,029,835	\$ 1,063,835	\$ 1,109,835	\$ 1,067,835	\$ 1,138,835
<b>Total Funds Available</b>	\$ (1,050,000)	\$ (940,000)	\$ (960,000)	\$ (960,000)	\$ (980,000)	\$ (1,000,000)	\$ (1,000,000)	\$ (1,100,000)	\$ (1,000,000)	\$ (1,100,000)
<b>CIP Budget</b>										
<b>Ending Fund Balance</b>	\$ 1,835	\$ 7,835	\$ 3,835	\$ 9,835	\$ 6,835	\$ 29,835	\$ 63,835	\$ 9,835	\$ 67,835	\$ 38,835

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2011/12 through Fiscal Year 2020/21

Fiscal Year 2011/12

Year One

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## Capital Improvement Fund

1	Broadway (Cliff to Forest) Streetscape Improvements	\$600,000	<sup>1</sup>
2	Anita Street and Seaview Street Storm Drain Construction	\$800,000	
3	Temple Hills Drive Storm Drain Construction	\$700,000	
4	Alta Vista Way Retaining Wall Replacement Upper Section	\$1,100,000	
5	Park Ave. and Wendt Ter. Storm Drain Inlet Improvement	\$200,000	
6	Queda Way Retaining Wall Repair	\$100,000	
7	Pedestrian Pathways and Complete Streets	\$300,000	
8	Agate Street Beach Access Stairway Replacement	\$400,000	
9	Fire Station #4 Window Replacement	\$100,000	
10	Laguna Canyon Frontage Road Sidewalk Installation	\$40,000	
11	City Hall Roof Replacement	\$200,000	
<b>Total Cost of 2011/12 Capital Improvement Fund Projects</b>		<b>\$4,540,000</b>	

## Gas Tax Fund

12	FY 2011/12 Street Slurry Seal and Rehabilitation	\$700,000	
13	Repayment of Gas Tax Loan - Payment 3 of 7	\$350,000	<sup>2</sup>
<b>Total Cost of 2011/12 Gas Tax Fund Projects</b>		<b>\$1,050,000</b>	

## Parking Authority Fund

14	Glenneyre Parking Structure Repair	\$700,000	
15	Parking Management Plan	\$100,000	
<b>Total Cost of 2011/12 Parking Authority Fund Projects</b>		<b>\$800,000</b>	

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2011/12** **\$6,390,000**

<sup>1</sup> Up to \$480,000 funded by a Federal transportation grant.

<sup>2</sup> Repayment of \$350,000 from an internal loan from the Vehicle Replacement Fund.

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2011/12 through Fiscal Year 2020/21

Fiscal Year 2012/13

Year Two

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## Capital Improvement Fund

1	Gaviota Drive Nuisance Water Diversion	\$300,000	<sup>1</sup>
2	Lifeguard HQ and Public Restroom Supplemental Funding	\$1,500,000	
3	Animal Shelter Creek Erosion Protection Additional Funding	\$400,000	
4	Citywide Sidewalk Repairs	\$200,000	
5	Top of The World Pedestrian Access Pathway to Fire Road	\$300,000	
6	Thalia Street Beach Stairs Replacement	\$400,000	
7	Moss Street Beach Stairs Replacement	\$400,000	
8	Oak Street Beach Stairs Replacement	\$400,000	
9	Beautification of Beach Access Street Ends at Thalia, Moss, and Oak	\$300,000	
10	Cress Street Sidewalk Construction	\$200,000	
11	Laguna Canyon Road Trail From Act V to Art College	\$200,000	
12	Cerritos Drive Retaining Wall Repair Design	\$100,000	
<b>Total Cost of 2012/13 Capital Improvement Fund Projects</b>		<b>\$4,700,000</b>	

## Gas Tax Fund

13	FY 2012/13 Street Slurry Seal and Rehabilitation	\$700,000	
14	Repayment of Gas Tax Loan - Payment 4 of 7	\$240,000	<sup>2</sup>
<b>Total Cost of 2012/13 Gas Tax Fund Projects</b>		<b>\$940,000</b>	

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## TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2012/13

**\$5,640,000**

<sup>1</sup> Possible grant funding of \$150,000

<sup>2</sup> Repayment of the final \$10,000 of the internal loan from the Vehicle Replacement Fund and \$230,000 of a \$1,000,000 internal loan from the Street Lighting Fund.

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2011/12 through Fiscal Year 2020/21

Fiscal Year 2013/14

Year Three

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## Capital Improvement Fund

1	Coast Highway/Solana Way Sidewalk Construction	\$600,000
2	Anita Street Sidewalk Construction	\$100,000
3	South Main Beach Restroom Replacement	\$600,000
4	Anita Street Beach Stairs Replacement	\$400,000
5	Coast Highway/Alta Vista Sidewalk Construction	\$700,000
6	Miramar Street Stairs Construction	\$200,000
7	St. Ann's Drive Retaining Wall Replacement	\$300,000
8	Bluebird Park Fence Replacement on Cress Street	\$100,000
9	Coast Highway/Arch Street Sidewalk Construction	\$100,000
10	Fire Station Renovations Planning and Design	\$100,000
11	Fire Station Improvement Funds Accrual Year 1	\$1,500,000

---

**Total Cost of 2013/14 Capital Improvement Fund Projects** **\$4,700,000**

## Gas Tax Fund

12	FY 2013/14 Street Slurry Seal and Rehabilitation	\$700,000
13	Repayment of Gas Tax Loan - Payment 5 of 7	\$260,000 <sup>1</sup>

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**Total Cost of 2013/14 Gas Tax Fund Projects** **\$960,000**

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2013/14** **\$5,660,000**

*1* Repayment of \$260,000 of the remaining \$770,000 internal loan from the Street Lighting Fund

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2011/12 through Fiscal Year 2020/21

Fiscal Year 2014/15

Year Four

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## Capital Improvement Fund

1 Riddle Field Restroom and Park Design	\$200,000
2 Fisherman's Cove Stairs Replacement	\$400,000
3 Victoria Drive Beach Stairs Replacement	\$400,000
4 Sleepy Hollow Beach Stairs Replacement	\$400,000
5 Beautification of Street Ends (Fisherman, Victoria, Sleepy Hollow)	\$300,000
6 Cliff Drive 600 Block Drainage Improvements	\$100,000
7 Citywide Sidewalk Repairs	\$200,000
8 Mountain Road Nuisance Water Diversion	\$300,000 <sup>1</sup>
9 Fire Station Improvement Funds Accrual Year 2	\$1,100,000
10 Summit Drive Storm Drain Construction	\$1,700,000

---

**Total Cost of 2014/15 Capital Improvement Fund Projects** **\$5,100,000**

## Gas Tax Fund

11 FY 2014/15 Street Slurry Seal and Rehabilitation	\$700,000
12 Repayment of Gas Tax Loan - Payment 6 of 7	\$260,000 <sup>2</sup>

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**Total Cost of 2014/15 Gas Tax Fund Projects** **\$960,000**

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2014/15** **\$6,060,000**

<sup>1</sup> Possible grant funding of \$150,000

<sup>2</sup> Repayment of \$260,000 of the remaining \$510,000 internal loan from the Street Lighting Fund.

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2011/12 through Fiscal Year 2020/21

Fiscal Year 2015/16

Year Five

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## Capital Improvement Fund

1 Cerritos Drive Retaining Wall Repair	\$300,000
2 Oriole Drive Storm Drain Replacement Study	\$100,000
3 Jasmine Street Storm Drain Construction	\$1,500,000
4 Manzanita Drive Storm Drain Construction	\$800,000
5 Fire Station Improvement Funds Accrual Year 3	\$1,500,000
6 Riddle Field Restroom Replacement	\$500,000
7 Y Place Storm Drain Construction	\$100,000

---

**Total Cost of 2015/16 Capital Improvement Fund Projects** **\$4,800,000**

## Gas Tax Fund

8 FY 2015/16 Street Slurry Seal and Rehabilitation	\$750,000
9 Repayment of Gas Tax Loan - Payment 7 of 7	\$230,000 <sup>1</sup>

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**Total Cost of 2015/16 Gas Tax Fund Projects** **\$980,000**

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2015/16** **\$5,780,000**

*1 Repayment of the final \$230,000 internal loan from the Street Lighting Fund*

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2011/12 through Fiscal Year 2020/21

Fiscal Year 2016/17

Year Six

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## Capital Improvement Fund

1 Dartmoor Street Storm Drain Construction	\$900,000
2 City Hall Renovation	\$3,000,000
3 Citywide Sidewalk Repairs	\$200,000
4 Wave Street Storm Drain Construction	\$600,000
5 Catalina and El Camino Del Mar Median Construction	\$300,000

---

**Total Cost of 2016/17 Capital Improvement Fund Projects** **\$5,000,000**

## Gas Tax Fund

6 Bluebird Canyon Drive Retaining Wall Construction	\$400,000
7 FY 2016/17 Street Slurry Seal and Rehabilitation	\$600,000

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**Total Cost of 2016/17 Gas Tax Fund Projects** **\$1,000,000**

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2016/17** **\$6,000,000**



# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2011/12 through Fiscal Year 2020/21

Fiscal Year 2017/18

Year Seven

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## Capital Improvement Fund

1	Coast Highway South of Moss Point Sidewalk Construction	\$400,000
2	Coast Highway Near Moss Street Sidewalk Construction	\$700,000
3	Ceanothus to Aliso Creek Storm Drain Construction	\$1,300,000
4	Holly Street Storm Drain Construction	\$800,000
5	Aster Street Sidewalk Construction	\$100,000
6	Del Mar Sidewalk Construction	\$500,000
7	Bluebird Canyon Drive Nuisance Water Diversion Upgrade	\$100,000
8	Laguna Canyon Road Median Rehabilitation and Relandscaping	\$1,000,000

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**Total Cost of 2017/18 Capital Improvement Fund Projects** **\$4,900,000**

## Gas Tax Fund

9	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** **\$5,900,000**

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2011/12 through Fiscal Year 2020/21

Fiscal Year 2018/19

Year Eight

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## Capital Improvement Fund

1	Citywide Sidewalk Repairs	\$200,000
2	Myrtle Street (upper) Storm Drain Construction	\$1,100,000
3	10th Avenue Storm Drain Construction	\$300,000
4	Hinkle Place/Coast Highway Intersection Improvement	\$400,000
5	Treasure Island Park to Camel Point Dr. Sidewalk Construction	\$800,000
6	Terry/Ashton Pedestrian Access	\$300,000
7	El Toro Road/Canyon Hills Median Improvements	\$200,000
8	Canyon View Drive/Buena Vista Way Drainage Construction	\$800,000
9	Catalina Avenue Storm Drain Construction	\$800,000
10	Monterey Drive Sidewalk Construction	\$300,000

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**Total Cost of 2018/19 Capital Improvement Fund Projects** **\$5,200,000**

## Gas Tax Fund

11	FY 2018/19 Street Slurry Seal and Rehabilitation	\$1,100,000
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**Total Cost of 2018/19 Gas Tax Fund Projects** **\$1,100,000**

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2018/19** **\$6,300,000**

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2011/12 through Fiscal Year 2020/21

Fiscal Year 2019/20

Year Nine

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## Capital Improvement Fund

1	Sleepy Hollow Retaining Wall Replacement	\$200,000
2	West Street to Catalina Avenue Sidewalk Construction	\$400,000
3	Balboa Avenue and Nyes Place Storm Drain Construction	\$1,500,000
4	Crestview Place to Ruby Place Emergency Access Stair Construction	\$200,000
5	Mermaid Street Retaining Wall Replacement	\$200,000
6	Laguna Avenue Creation of Additional Parking	\$100,000
7	Upper Cress Street Storm Drain Construction	\$600,000
8	Terry/Rounsevel Drainage Improvements	\$800,000
9	Cajon Street Storm Drain Construction	\$400,000
10	Dumond Drive Nuisance Water Diversion Upgrade	\$100,000
11	Thurston Park Rehabilitation	\$200,000
12	Cliff Drive/Acacia Intersection Improvements	\$100,000
13	585 Glenneyre Intersection Improvements	\$100,000

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**Total Cost of 2019/20 Capital Improvement Fund Projects** **\$4,900,000**

## Gas Tax Fund

14	FY 2019/20 Slurry Seal and Rehabilitation	\$1,000,000
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**Total Cost of 2019/20 Gas Tax Fund Projects** **\$1,000,000**

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2019/20** **\$5,900,000**

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2011/12 through Fiscal Year 2020/21

Fiscal Year 2020/21

Year Ten

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## Capital Improvement Fund

1	Park Avenue (upper) Storm Drain Construction Phase 2	\$2,500,000
2	Glennayre St., Calliope St. to Bluebird Cyn. Dr. Sidewalk Construction	\$300,000
3	Crescent Bay Beach Ramp Extension	\$200,000
4	South of 5th Avenue Sidewalk Construction	\$300,000
5	Crestview Place Vehicle Turn-Around Construction	\$400,000
6	7th Avenue to 8th Avenue Sidewalk Construction	\$900,000
7	Alta Vista Retaining Wall Replacement Lower Section	\$500,000
8	Citywide Pedestrian Countdown Timers on Ten Traffic Signals	\$100,000

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**Total Cost of 2020/21 Capital Improvement Fund Projects** **\$5,200,000**

## Gas Tax Fund

9	FY 2020/21 Slurry Seal and Rehabilitation	\$1,100,000
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**Total Cost of 2020/21 Gas Tax Fund Projects** **\$1,100,000**

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2020/21** **\$6,300,000**

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

Project Name	Projected Cost <sup>1</sup>	
	Number	of Project
5th Avenue Nuisance Water Diversion Upgrade	196	\$200,000
8th Avenue to 9th Avenue Sidewalk Construction	397	\$520,000
9th Avenue to 10th Avenue Sidewalk Construction	401	\$340,000
Aliso Way to West Street Sidewalk Construction	400	\$9,630,000
Arch Beach Heights Park Stairs	424	\$100,000
Aster Street Storm Drain Construction	162	\$800,000
Bluebird Creek Nature Trail Construction	185	\$300,000
Cedar Way Right of Way Survey	235	\$100,000
Citywide Sidewalk Repairs	225	\$200,000
Citywide Traffic Signal Pre-emption	271	\$500,000
Cliff Drive Strand Stairs to Fisherman's Cove Construction	70	\$300,000
Coast Highway 3rd Avenue to 10th Avenue Storm Drain Construction	305	\$1,600,000
Coast Highway at Lagunita Walkway	365	\$200,000
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
Coast Highway, 10th Avenue to South City Limits, Median Construction	109	\$2,000,000
Cortez/Baja to Crestview Storm Drain Construction	337	\$400,000
Cypress Drive Curb & Gutter Replacement	77	\$100,000
Diamond Street Additional Parking	410	\$200,000
Dumond Drive Beach Ramp Extension	179	\$350,000
El Toro Road Sidewalk Construction	132	\$250,000
El Toro Road Traffic Signal Interconnect	248	\$200,000
Glenneyre Parking Structure Vacancy Display	348	\$100,000

1. Projected Cost of Project in 2006 Dollars

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

Project Name	Number	Projected Cost of Project <sup>1</sup>
Hillcrest Drive Drainage Improvements	332	\$150,000
Hobo Canyon Storm Drain Construction	354	\$100,000
Irvine Bowl Tennis Court Relocation	236	\$300,000
Laguna Canyon Channel Urban Runoff Recycling Facility Project Report	128	\$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
Madison Place Road Widening Construction	352	\$100,000
Main Beach South Ramp Construction	108	\$200,000
Mermaid Street Reconstruction at 367,377,385,and 393	277	\$200,000
Monterey Street Access Ramp Construction	38	\$100,000
Myrtle Street and Cliff Drive Intersection Improvements	184	\$100,000
Myrtle Street Storm Drain Construction	163	\$200,000
North of Eastline Road Sidewalk Construction	399	\$210,000
North of Vista Del Sol Sidewalk Construction	403	\$3,240,000
Nyes Place Truck Escape Ramp Construction	265	\$400,000
Ocean Front Retaining Wall Replacement	94	\$250,000
Ocean Vista Drive Storm Drain Construction	318	\$300,000
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
Sleepy Hollow Lane Nuisance Water Diversion	145	\$300,000
South of 10th Avenue Sidewalk Construction	398	\$950,000

1. Projected Cost of Project in 2006 Dollars

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

Project Name	Projected Cost <sup>1</sup>	
	Number	of Project
South of Point Place Sidewalk Construction	402	\$1,480,000
Sun Valley Debris Basin Construction	440	\$300,000
Temple Hills Pedestrian Path Phase 2	241	\$2,500,000
Victoria Beach Street Light Replacement	198	\$300,000
Village Entrance Improvements	190	\$40,000,000
<b>51 Capital Improvement Fund Projects Not Included in the Ten-Year Plan Totaling</b>		<b>\$98,870,000</b>

1. Projected Cost of Project in 2006 Dollars



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## **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 205-207). This schedule summarizes all capital improvement projects budgeted for Fiscal Year 2011-12.
2. *"10 Year Wastewater Fund Financial Plan"* (page 208). This is a one-page summary of Wastewater Fund revenue and budget projections for the next ten years.



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**10-Year Wastewater System Capital Improvement Program  
Fiscal Year 2011-12 through Fiscal Year 2021-22**

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**Fiscal Year 2011/12 (Year 1 )**

1	Design Third Street/Loma Terrace Sewer Realignment (3301-9101)	\$ 90,000
2	Main Beach Lift Station Supplemental (3301-9102)	\$ 1,450,000
3	Rockledge Lift Station and Gravity System Replacement (3301-9882)	\$ 450,000
4	SOCWA CIP - Sludge Force Main, Elec. Replacements, Clarifier Retrofit (3302-9022)	\$ 715,000
<b>Total Cost (Year 1 ) -</b>		<b>\$ 2,705,000</b>

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**Fiscal Year 2012/13 (Year 2 )**

5	Design/FONSI Victoria I Lift Station Reconstruction	\$ 190,000
6	SOCWA CIP - Elec. Replace, Feed Pumps, Co-Gen System Retrofit	\$ 1,870,000
<b>Total Cost (Year 2 ) -</b>		<b>\$ 2,060,000</b>

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**Fiscal Year 2013/14 (Year 3 )**

7	Construction Third Street and Loma Terrace Sewer Realignment	\$ 500,000
8	SOCWA CIP - Sludge Force Main Replacement, RAS Channel Recon.	\$ 1,630,000
<b>Total Cost (Year 3 ) -</b>		<b>\$ 2,130,000</b>

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**Fiscal Year 2014/15 (Year 4 )**

9	Anita and Pearl St Lift Stations Wetwell Lining	\$ 50,000
10	Design Laguna SOCWA Wetwell Rehab	\$ 100,000
11	Design Replacement Lines - Crestview, Circle Wy, Forest Ave &	\$ 200,000
12	Laguna SOCWA Replace Eight Manifold Valves	\$ 75,000
13	Millers Lift Station Wet well and Wall Lining	\$ 75,000
14	SOCWA CIP - Secondary Sedimentation Upgrade, Filter Upgrade	\$ 1,100,000
<b>Total Cost (Year 4 ) -</b>		<b>\$ 1,600,000</b>

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**Fiscal Year 201) /1\* (Year 5 )**

15	Laguna SOCWA Wetwell Rehab	\$ 900,000
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**10-Year Wastewater System Capital Improvement Program  
Fiscal Year 2011-12 through Fiscal Year 2021-22**

16	Reconstruct Mains - Ramona Ave, Crestview Pl, Circle Wy, Forest Ave	\$ 550,000
17	SOCWA CIP - SCADA System Upgrade, Elect Replacements	\$ 1,050,000
<b>Total Cost (Year 5 ) -</b>		<b>\$ 2,500,000</b>

**Fiscal Year 2016/17 (Year 6 )**

18	Bluebird Cyn Mechanical Rehab/Replacements	\$ 50,000
19	Victoria I Lift Station Reconstruction	\$ 1,300,000
20	SOCWA CIP - Switchboard Replacement, Solids Conveyor Replace.	\$ 730,000
<b>Total Cost (Year 6 ) -</b>		<b>\$ 2,080,000</b>

**Fiscal Year 2017/18 (Year 7 )**

21	Design/Neg Dec Laguna SOCWA NCI Force Main Slip-lining Project	\$ 200,000
22	Rehab/Line Mains - Canyon Acres & Pacific Ave	\$ 400,000
23	SOCWA CIP - Aeration Diffuser Replace., Standby Power Replace.	\$ 950,000
<b>Total Cost (Year 7 ) -</b>		<b>\$ 1,550,000</b>

**Fiscal Year 2018/19 (Year 8 )**

24	Design Anita Street Lift Station Reconstruction	\$ 200,000
25	Design Victoria II Lift Station Rehabilitation	\$ 25,000
26	Laguna SOCWA NCI force main slip-lined	\$ 1,400,000
27	SOCWA CIP - Odor Control Sys Upgrade, Energy Bldg. Piping Upgrade	\$ 1,420,000
<b>Total Cost (Year 8 ) -</b>		<b>\$ 3,045,000</b>

**Fiscal Year 2019/20 (Year 9 )**

28	SOCWA Lift Station Electrical Upgrades	\$ 100,000
29	SOCWA CIP - Storage Sys Replac., Digestion Sys Upgrade	\$ 1,750,000
<b>Total Cost (Year 9 ) -</b>		<b>\$ 1,850,000</b>

**10-Year Wastewater System Capital Improvement Program  
Fiscal Year 2011-12 through Fiscal Year 2021-22**

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**Fiscal Year 2020 / 21 (Year 10)**

30 McKnight Lift Station Control Panel + Elect Replacements	\$ 100,000
31 Replace Oxygen Generators at Laguna and Bluebird SOCWA	\$ 225,000
32 SOCWA CIP - Sedimentation Sys Upgrade, Gas Flare Replace.	\$ 1,070,000

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<b>Total Cost (Year 10) -</b>	<b>\$ 1,395,000</b>
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<b>10-Year Grand Total Capital Improvement Program</b>	<b>\$ 20,915,000</b>
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<b>10-Year SOCWA Capital Improvement Program</b>	<b>\$ 12,285,000</b>
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# 10-YEAR SEWER FUND FINANCIAL PLAN for FY 2011 - 2012

(Figures in \$1,000s)

	Year 1 FY 2011/12	Year 2 FY 2012/13	Year 3 FY 2013/14	Year 4 FY 2014/15	Year 5 FY 2015/16	Year 6 FY 2016/17	Year 7 FY 2017/18	Year 8 FY 2018/19	Year 9 FY 2019/20	Year 10 FY 2020/21
<b>Available Beginning Fund Balance w/ Carryovers</b>	329	163	11	14	717	478	549	1,084	100	180
<b>Revenues:</b>										
Sewer Service Charges	6,182	6,398	6,622	6,854	6,854	6,854	6,854	6,854	6,854	6,854
Rate Increases (1)	3.5%	3.5%	3.5%	3.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Residential Rates Monthly Dollars	42.18	43.65	45.18	46.76	46.76	46.76	46.76	46.76	46.76	46.76
Sewer Connection Charges	95	95	95	95	95	95	95	95	95	95
Emerald Bay Reimbursement	15	15	15	22	53	15	23	73	19	24
Transfer of Capital Improvement Funds	450									
IRWM Prop 50 Grant	450									
<b>Total Estimated Revenue</b>	<b>7,192</b>	<b>6,508</b>	<b>6,732</b>	<b>6,971</b>	<b>7,002</b>	<b>6,964</b>	<b>6,972</b>	<b>7,022</b>	<b>6,968</b>	<b>6,973</b>
<b>Expenses:</b>										
Total Operating Expenses	4,145	4,093	4,093	4,164	4,237	4,310	4,386	4,462	4,540	4,619
Inflation Adjustment	0.0%	0.0%	0.0%	1.8%	1.8%	1.8%	1.8%	1.8%	1.8%	1.8%
Debt Service:										
State Loan Principal & Interest (2)	509	508	506	505	504	503	501	500	498	497
<b>Total Debt Service</b>	<b>509</b>	<b>508</b>	<b>506</b>	<b>505</b>	<b>504</b>	<b>503</b>	<b>501</b>	<b>500</b>	<b>498</b>	<b>497</b>
<b>Capital:</b>										
Sewer System Improvement Projects	1,990	190	500	325	550	1,350	400	225	0	100
North Coast Interceptor + SOCWA stations	0	0	0	175	900	0	200	1,400	100	225
SOCWA Treatment Plant (3)	715	1,870	1,630	1,100	1,050	730	950	1,420	1,750	1,070
<b>Total Capital Improvement Expenses</b>	<b>2,705</b>	<b>2,060</b>	<b>2,130</b>	<b>1,600</b>	<b>2,500</b>	<b>2,080</b>	<b>1,550</b>	<b>3,045</b>	<b>1,850</b>	<b>1,395</b>
<b>Total Budgeted Expenses</b>	<b>7,358</b>	<b>6,660</b>	<b>6,729</b>	<b>6,269</b>	<b>7,240</b>	<b>6,893</b>	<b>6,437</b>	<b>8,007</b>	<b>6,888</b>	<b>6,511</b>
<b>Revenues - Expenses</b>	<b>(166)</b>	<b>(152)</b>	<b>3</b>	<b>702</b>	<b>(239)</b>	<b>71</b>	<b>536</b>	<b>(985)</b>	<b>80</b>	<b>462</b>
<b>Available Ending Fund Balance</b>	<b>163</b>	<b>11</b>	<b>14</b>	<b>717</b>	<b>478</b>	<b>549</b>	<b>1,084</b>	<b>100</b>	<b>180</b>	<b>642</b>

(1) Annual Inflationary adjustment Authorized for FY '03-'04 to FY '11-'12 and 3.5% increases in years 2012-2014 conceptually authorized 4-20-10.  
 (2) 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.  
 (3) SOCWA Treatment Plant improvements includes funding for the IRWD Biosolids project where both Year 1 & 2 = \$48,000 and Year 3 = \$296,000