

City of Laguna Beach California



Adopted Budget
FY 2017-18 & FY 2018-19

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City of Laguna Beach

ELECTED OFFICIALS

MAYOR

TONI ISEMAN

MAYOR PRO TEM

KELLY BOYD

COUNCILMEMBER

STEVE DICTEROW

COUNCILMEMBER

BOB WHALEN

COUNCILMEMBER

ROB ZUR SCHMIEDE

CITY CLERK

LISETTE CHEL-WALKER

CITY TREASURER

LAURA PARISI

Administration

City Manager

John Pietig

Assistant City Manager

Christa Johnson

Assistant City Manager/Director of Public Works

Shohreh Dupuis

Director of Administrative Services

Gavin Curran

Director of Community Development

Greg Pfof

Director of Water Quality

David Shissler

Chief of Police

Laura Farinella

Fire Chief

Jeff LaTendresse

Marine Safety Chief

Kevin Snow

City Attorney

Phil Kohn

Budget Preparation Team:

*Finance Officer
Accountant*

*Nancy Pauley
Magdalena Lotolc*



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EXHIBIT A
MODIFICATIONS TO THE FY 2017-18 AND FY 2018-19
PROPOSED BUDGET
AS ADOPTED BY THE CITY COUNCIL ON JUNE 27, 2017

General Fund

1. Budget clean up items include: 1) decreasing the Marine Safety budget ongoing expenditures by \$50,000 in both FY 2017-18 and FY 2018-19 as some salary costs were inadvertently included twice; 2) reclassify Senior Administrative Analyst to Senior Administrative Analyst/Solid Waste Program Coordinator and include the expected ongoing costs of \$12,000.
2. Increase estimated revenues for Police Department and Animal Service Fees by \$106,000, in both FY 2017-18 and FY 2018-19. The City Council requested that the Police Department increase estimated Police Department and Animal Services Fees to be in line with other cities in Orange County.
3. Appropriate \$300,000 in FY 2017-18, towards the pension strategy outlined in the budget workshop presentation.
4. Appropriate \$15,000 from ongoing funds in both FY 2017-18 and FY 2018-19 toward the funding of Cross Cultural Task Force Day Laborer Site: This would bring the City's contribution to the Cross Cultural Task Force to \$30,000 in both FY 2017-18 and FY 2018-19.
5. Appropriate \$30,000 from ongoing funds in both FY 2017-18 and FY 2018-19 toward the contract services Coastal Facilitator to assist with local coastal program amendments and utility undergrounding. Estimated cost is \$60,000 with \$30,000 paid by the Street Lighting Fund and \$30,000 paid by the General Fund.
6. Appropriate \$5,000 from ongoing funds in both FY 2017-18 and FY 2018-19 toward the Police Department CERT program to supplement funding for the growth in the program. The funding will provide supplies such as CERT kits and training materials
7. Appropriate \$5,000 from one-time funds in FY 2017-18 and \$135,000 (\$39,400 funded by Measure LL) from ongoing funds in both FY 2017-18 and FY 2018-19 for two (2) full-time jailor positions.
8. Appropriate \$25,000 from ongoing funds in both FY 2017-2018 and FY 2018-19 toward a full-time School Resource Officer assigned to the four public, and two private, schools in Laguna Beach. If Laguna Beach Unified School district provides ongoing funding of \$46,000 to fund one-third of a full-time position, the City will fund the other two-thirds of the position for an additional \$25,000.
9. Assistance Grants to be recommended by the subcommittee with recommendations to the City Council.
10. Appropriate \$15,000 from ongoing funds in both FY 2018-19 and FY 2018-19 for part-time temporary staff to assist the City Clerk's office with records management/retention.

EXHIBIT A
MODIFICATIONS TO THE FY 2017-18 AND FY 2018-19
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10. Appropriate \$15,000 from ongoing funds in both FY 2018-19 and FY 2018-19 for part-time temporary staff to assist the City Clerk's office with records management/retention.
11. Appropriate \$50,000 from one-time funds in FY 2017-18 to fund the Planning Intern position in Community Development for an additional year and, as part of the proposal, give the City Manager authority to offer a one-time retention incentive of up to \$5,000 to incentives employee retention for this position through FY 2017-18.

Measure LL, Capital Improvement Fund, Parking Fund and Street Lighting Fund

12. Appropriate \$20,000 from Measure LL for ongoing funds in both FY 2017-18 and FY 2018-19 toward an additional 100 tower lifeguard days for coverage at Crescent Bay, Laguna Beach and the Treasure Island area for non-summer lifeguard towers in high demand areas.
13. Appropriate \$39,400 from Measure LL from ongoing funds in both FY 2017-18 and FY 2018-19 for two (2) full-time jailor positions. The program is \$140,000 in total with \$100,600 funded by the General Fund.
14. Appropriate \$50,000 from one-time funds in FY 2017-18 and in FY 2018-19 in the Capital Improvement Fund for Hortense Miller Gardens (City owned) for projects related to the repairs and maintenance of the property.
15. Appropriate \$50,000 from one-time funds in FY 2017-18 in the Capital Improvement Fund for supplemental Funding for Tree Planting and Care and Enhanced Tree Trimming.
16. Appropriate \$30,000 from Street Light one-time funds in FY 2017-18 for a contract Coastal Facilitator to assist with local coastal program amendments and utility undergrounding. Estimated cost is \$60,000 with \$30,000 paid by the Street Lighting Fund and \$30,000 paid by the General Fund.



April 26, 2017

City Council
City of Laguna Beach
505 Forest Avenue
Laguna Beach, CA 92651

Re: Transmittal of the Proposed Two-Year Budget for FY 2017-18 and FY 2018-19

Dear City Council Members:

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 (FY) 2017-18 and (FY) 2018-19 is hereby presented. A public workshop and hearing concerning the budget is scheduled for 3:00 p.m. on Tuesday, May 23. A second public forum will be held on Tuesday, June 27; it is anticipated that the City Council will adopt the two-year budget at that session.

I. EXECUTIVE SUMMARY

The economic outlook for the City of Laguna Beach remains positive with moderate growth expected for the next two years. The General Fund is doing well and the City continues to find itself in a relatively healthy position. The two-year budget is balanced, maintains current service levels and preserves the 20% General Fund reserve. The State budget deficit predicted in FY 2017-18 is not expected to have an impact on the City's budget; however, the unpredictability of the federal government, the uncertainties surrounding the timing of an economic downturn, and rising pension costs remain a concern.

The proposed two-year budget incorporates many service enhancements and changes approved by the City Council over the past two years. Some of the more notable changes include: expansion of the neighborhood trolley service; advancement of the Village Entrance Project; approval of labor agreements with all associations; reorganization of the Public Works Department; implementation of the Police Department Strategic Plan; additional staffing in the Community Development Department; approval of Measure LL creating additional revenue to support new City services; expansion of the fuel modification areas to Oro and Hobo canyons; and the continued strategies to accelerate the payoff of the City's unfunded pension liability.

For the next two years capital improvement projects of \$20 million, including sidewalk replacement and street improvements projects, are adequately funded in the proposed budget through a mix of current year revenues and previously allocated funds. Fees for residential trash service are scheduled to increase 2.5% annually, and the sewer service charge will increase 4.75% a year for the next two years to fund \$11 million in proposed sewer capital improvement projects. In the Parking Fund, revenues are expected to exceed appropriations by approximately \$1 million a year, and the Transit Fund is adequately funded through a combination of Project V grants, Transportation Development Act Funding, and Parking Fund subsidies. The budget also assumes

a 12% increase in health insurance costs each year for the next two years and is recommending higher contributions to the Insurance Fund to offset an increase in workers compensation costs, legal fees related to lawsuits, and general liability claims.

In total, the proposed budget is \$92.4 million for FY 2017-18 and \$96 million for FY 2018-19. The General Fund, the City’s primary operating fund, proposed budget is \$61 million in FY 2017-18 and \$63.7 million in FY 2018-19, with operating revenues exceeding expenditures by \$527,100 in the first year and \$595,800 in the second year. The General Fund budget includes reserves of 20% of operating costs for each year of the budget and the Disaster Fund provides another 10% of reserves.

While the news is generally good, the City’s long-term financial outlook is less positive. Faced with lower than expected investment returns over the past two years and a challenging investment outlook over the next decade, the California Public Employee Retirement Fund Board (CalPERS) decided to lower its rate of return on investments from 7.5% to 7%. This decision is expected to have a significantly negative impact on city budgets throughout California. For Laguna Beach, the lower discount rate will add roughly \$2.8 million in additional ongoing pension costs by FY 2021-22 and create a General Fund budget shortfall of \$875,000 in FY 2020-21, as shown in the table below, unless revenues increase or expenditures are reduced.

GENERAL FUND ESTIMATE NEXT FOUR YEARS				
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Proposed Revenue	62,198,900	64,128,100	64,725,000	66,350,000
Transfers	(675,000)	125,000	525,000	525,000
Total Revenues	61,523,900	64,253,100	65,250,000	66,875,000
Salaries and Benefits	(42,412,200)	(45,032,400)	(47,200,000)	(48,800,000)
Payments to Unfunded Pension Liability	(1,986,800)	(1,358,900)		
Impact of Change in CalPERS Discount Rate		(282,600)	(700,000)	(1,800,000)
Maintenance and Operations	(12,211,900)	(12,507,900)	(12,500,000)	(12,500,000)
Capital Equipment	(750,000)	(750,000)	(750,000)	(750,000)
Special Programs	(3,635,900)	(3,725,500)	(3,800,000)	(3,900,000)
Total Expenditures	(60,996,800)	(63,657,300)	(64,950,000)	(67,750,000)
Net Operating Balance/(Budget Gap)	527,100	595,800	300,000	(875,000)

Since 2010, the City has implemented significant strategies to address rising pension costs. Paying off the City’s CalPERS Side Fund of \$10 million and making additional accelerated payments toward the City’s unfunded pension liability were expected to save the City \$25 million over 30 years. Unfortunately, the lowering of the discount rate by CalPERS has created a new problem. In March, the City Council requested staff to include new strategies to address the impact of rising pension costs as part of the budget workshop. Some of those strategies are described in the “Pension” section of this budget document (page xi). However, as the City Council considers the impact of these new strategies on the City budget and reviews “wish list” items, fiscal restraint

will continue to be important to avoid adding new ongoing programs and services that are not supported with new revenues and may not be sustainable in the future.

II. GENERAL FUND REVENUE

Property tax is the City's single largest source of revenue. It accounts for 54% of the total revenue in the General Fund. The City of Laguna Beach has approximately 13,000 parcels with a net assessed value in the secured property roll of \$13.6 billion. The properties are approximately 90% residential and 10% industrial and commercial. The proposed budget assumes secured property tax growth of 4.5% for FY 2017-18 and 4.5% for FY 2018-19.

Transient occupancy tax (TOT) is the city's second largest revenue source accounting for 11% of all General Fund revenues. TOT receipts for 2015-16 increased 11% compared to the year before, and are expected to grow another 4% this year, FY 2016-17. Therefore, the proposed budget assumes a 4% increase for FY 2017-18 and a 4% increase in FY 2018-19.

Sales tax accounts for 10% of the General Fund revenue. The top twenty-five sales tax producers make up over 44% of total sales tax revenue with restaurants generating 52% of all sales tax revenue. Sales tax is expected to continue moderate growth over the next two years. The proposed budget assume increases in sales tax revenue of 2% in FY 2017-18 and 2% in FY 2018-19.

Community development building and planning fee revenues are not expected to increase over the next two fiscal years; however, the proposed budget does assume the current high level of building activity will continue for the next two fiscal years.

Interest Revenue is projected at \$1 million each year over the next two years.

The total projected General Fund revenues are \$62,198,900 for FY 2017-18 and \$64,128,100 for FY 2018-19.

III. GENERAL FUND APPROPRIATIONS (EXPENDITURES)

As noted earlier, the proposed two-year budget has been prepared to maintain current service levels with only a few exceptions, which are noted below and in Section IV. A separate memorandum will be prepared and given to the City Council at the budget workshop to address requests for funding that could not be accommodated in the proposed budget. Changes to the budget include:

- Some positions eliminated during the recession have been restored, which is further discussed in Section IV.
- \$1.9 million in FY 2017-18 and \$1.3 million in FY 2018-19 in additional payments to CalPERS have been programmed in the budget as part of the City's strategy to accelerate the pay down the City's unfunded pension liability. New strategies to address rising pension costs will be discussed as part of the budget workshop in May with some strategies described in the Pension Section of this budget document (page xi).

- \$1 million transferred to the Insurance Fund for legal expenses related to the recent Southern California Edison (SCE) and San Diego Gas and Electric (SDG&E) lawsuit challenging the City's undergrounding ordinance.
- Health insurance costs are expected to increase 12% in FY 2017-18 and another 12% in FY 2018-19.
- The cost of general liability and workers' compensation claims have increased. The proposed budget recommends increasing the charge to pay for these claims by \$200,000 in FY 2017-18 and another \$200,000 in FY 2018-19 bringing the total annual charge to the General Fund for insurance claims to \$2.3 million.
- The budget includes funding of \$750,000 in both years to replace capital equipment that should be sufficient to provide reliable equipment for employees. Some of the highlights include: \$70,000 for the reconfiguration of the detective and crime lab workspace; \$70,000 to replace mobile data computers in the fire apparatus; \$23,000 for additional electronic messaging boards for traffic control and parking lots; \$60,000 to upgrade the police locker room; and \$60,000 for replacement of the Police Department handheld radios. The balance of the capital equipment funding will be appropriated by the City Council during the mid-year budget process based on departmental needs.

The total projected General Fund expenditures are \$60,996,800 for FY 2017-18 and \$63,657,300 for FY 2018-19. Overall, the proposed two-year General Fund budget is balanced with revenues exceeding expenditures by \$527,100 in FY 2017-18 and \$595,800 in FY 2018-19. The 20% General Fund Reserve remains intact.

IV. BUDGETED POSITIONS

Since adoption of the last two-year budget the City has added fourteen (14) new positions. These new positions were primarily the result of the Police Department Strategic Plan and Measure LL., which include: two (2) Downtown Foot Beat Officers; one (1) Dispatcher; four (4) Beach Patrol Officers; one (1) Community Outreach Officer; one (1) Civilian Fire Marshal; the upgrade of three (3) paramedic positions in the Fire Department; two (2) year-round Marine Safety Officers providing 200 additional lifeguarding days a year; one (1) Public Works Maintenance Lead Worker to support additional cleaning in the downtown; one (1) Utility Undergrounding Project Manager; and one (1) Planning Manager in the Community Development Department.

The proposed budget also includes additional personnel changes such as:

- In the Administrative Services Department, reclassifying the Director of Finance and Information Technology position to Director of Administrative Services and moving the Human Resources/Risk Management function under the position; a Senior Office Specialist position in Human Resources has been reclassified from part-time to full time to better meet the needs of the City's recruitment efforts; and a Senior Information Technology Analyst has been added to assist with the implementation of an information technology strategic master plan and to assist departments with better utilizing technology to deliver services. This was the top request of department heads when asked what could help them improve services.

- In the Public Works Department, an Administrative Assistant position has been added back to support the engineering function of the department (this position was previously eliminated during the recession); and a part-time Engineering Internship position, 24 hours per week, has been added and funded by the Capital Improvement Fund to help staff expedite a backlog of capital improvement projects.
- In the Community Development Department, the pay for the Director of Community Development position has been increased to better reflect the responsibilities and challenges of the position; and an Office Specialist position has been added to provide much needed clerical support for the Building, Planning, and Zoning Divisions to improve service to customers at the counter.
- For the Police Chief and Fire Chief positions, the budget proposes 5% in educational incentives similar to the incentives offered to the police and fire employee associations.
- Other personnel changes proposed in the budget are related to the natural advancement of employees in various positions. For example, Community Services Officer I to Community Services Officer II and Associate Planners to Assistant Planners.

For the City, this is the zenith for full-time positions at 277 and in the Police Department this is also the highest number of authorized employees in the history of the department at 52 sworn positions and a total of 95 full-time positions.

VII. MEASURE LL FUND

Prioritization of Measure LL spending options include: protecting beaches from pollution; providing fire and police protection, and emergency response services; undergrounding utilities to prevent fire and power outages; improving the cleanliness of public areas such as sidewalks and streets; and providing other related service enhancements.

The proposed budget includes revenue projections for Measure LL of \$2.2 million in FY 2017-18 and \$2.3 million in FY 2018-19. It also incorporates the service enhancements approved by the City Council on December 13, 2016, which include \$750,000 annually for new public safety services, \$450,000 for enhanced cleaning and maintenance services, and \$1 million toward utility undergrounding projects. At the end of FY 2018-19, the Measure LL Fund is projected to have an ending fund balance of approximately \$59,000 in available one-time money and \$91,000 in ongoing revenue that can be used toward other services enhancements consistent with the intention of Measure LL.

VIII. PARKING FUND

The Parking Fund includes funding for parking enforcement, parking facility maintenance, the downtown parking program, and a proposed capital improvement project of approximately \$1.3 million for repairs at the Glenneyre Parking Structure. The proposed Parking Fund budget also includes transfers to the Transit Fund of \$815,200 in FY 2017-18 and \$896,700 in FY 2018-19; a

transfer to the Vehicle Replacement Fund of \$500,000 for the future replacement of transit vehicles; and a transfer of \$525,000 to the General Fund each year for the next two years.

At the end of FY 2018-19, the Parking Fund is projected to have an ending fund balance of approximately \$8.7 million. City staff will present options for use of these funds during the next fiscal year.

IX. TRANSIT FUND

The proposed Transit Fund budget includes funding for the Trolley Neighborhood Weekday Services (formally Mainline Service), Summer Festival Trolley Services, Off-Season Weekend Trolley Service, the Summer Breeze Service, Neighborhood Weekend Trolley Services program, and funding for specialized transit services for senior transportation mobility. While a portion of these services are funded by the State Transportation Development Act program and the Measure M2 Project V- Community-Based Transit/Circulators grant, the transit system continues to require a subsidy from the Parking Fund of \$815,200 in FY 2017-18, and \$896,700 for FY 2018-19. This is in addition to the \$500,000 set aside annually from the parking fund for the replacement of the transit fleet, which currently has 31 vehicles (trolley - 24, busses - 6, Van - 1).

X. STREET LIGHTING FUND

The Street Lighting Fund continues to be adequately financed from a dedicated portion of the property tax. Revenues continue to exceed operating costs by more than \$800,000 each year. As opportunities arise, funds are allocated from the Street Lighting Fund for related special projects, including the City's share of utility undergrounding costs. Over the next two years, the proposed Street Lighting budget provides \$1.8 million in supplemental funding for the preparation of the Laguna Canyon Road Master Plan (LCR) and Utility Undergrounding project, a project that will allow the street improvements for LCR and the undergrounding to be designed simultaneously; \$570,000 for the purchase of City street lights that are available for sale; and \$300,000 for the conversion of street lights LED lighting to lower costs.

XI. GAS TAX FUND

The proposed budget includes roughly \$3 million for street repairs, slurry seal, curb ramp installations, and drainage improvements over the next two years, which should maintain the streets in good condition. The proposed Gas Tax revenues and capital program have been augmented to include the recently approved 12-cent gas tax increase approved by the State Legislature for road repair. This new tax will provide roughly \$5.4 million to the Gas Tax fund over the next 10 years, which can be used for road maintenance and rehabilitation, safety projects, traffic control devices, and transportation facilities.

XII. 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. However, in the Open Space Fund, a budget of \$20,000 has been included for minor expenditures for the purchases and related assessments of open space.

XIII. CAPITAL IMPROVEMENT PROGRAM

The blue pages near the back of the preliminary budget depict the recommended Capital Improvement Program. The proposed capital projects budget (not including the Sewer Fund capital improvement projects) is approximately \$11.1 million for FY 2017-18 and \$9.5 million in FY 2018-19. Modest increases in revenues are expected in the Capital Improvement Fund for the next two years.

For the next two fiscal years, major capital projects include:

Fiscal Year 2017-18:

- \$3 million contribution for Caltrans Coast Highway Sidewalk Improvements. This project will install sidewalks south of Moss Street to approximately 7th Avenue. This represents a portion of the total \$9.7 million City contribution to a \$40 million Caltrans sidewalk replacement project over the next 5-10 years.
- \$1 million to expand fuel modification areas.
- \$1 million for storm drain design and construction at various locations including Dorn Court, Alisos Avenue, and Katella Street.
- \$450,000 in supplemental funding to extend a sidewalk from the end of the existing sidewalk at Bluebird Park westerly to Temple Terrace.
- \$500,000 in supplemental funding for the construction of Pearl Street Beach Access.
- \$500,000 for new retaining walls at Queda Way and Baja Street.
- \$300,000 for the rehabilitation of existing City Facilities in the areas of electrical, plumbing and irrigation, mechanical, HVAC, and interior finishes.
- \$1.5 million in street repair-related projects, discussed earlier as part of the Gas Tax Fund in Section XI.

<u>TOTALS BY MAJOR CATEGORY</u>		
<u>FY 2017-18 AND FY 2018-19 COMBINED</u>		
	Dollars	Percentage
City Facilities and Parks	1,925,000	9.4%
Drainage	2,500,000	12.2%
Lighting	870,000	4.2%
Fuel Modification	1,000,000	4.9%
Parking Facilities	1,350,000	6.6%
Retaining Walls	750,000	3.6%
Sidewalks	7,050,000	34.3%
Beach Access Improvements	1,030,000	5.0%
Street Improvements and Rehabilitations	4,100,000	19.9%
	\$20,575,000	100%

Fiscal Year 2018-19:

- \$3 million contribution for Caltrans Coast Highway Sidewalk Improvements, a portion of the total \$9.7 million. As mentioned earlier this represents a City contribution to a \$40 million Caltrans sidewalk replacement project.
- \$1.3 million for Jasmine Street Storm Drain construction.
- \$800,000 set aside for future City facility projects such as replacing fire station number four and possibly funding for a new community pool if supported by the City Council. Similar accruals have been programmed throughout the 10-Year plan.
- \$425,000 for future infrastructure and streets related capital projects.
- \$1 million for Glenneyre Parking Structure Structural Retrofits, projects highlighted earlier in this letter under the Parking Fund section.
- \$1.45 million in street repairs which should maintain streets in good condition. Projects highlighted earlier in this letter under the Gas Tax Fund section.
- \$300,000 to restore the existing Crestview to Ruby Pedestrian Pathway.

The proposed 10-Year Capital Improvement Program is \$87.7 million, which includes \$28.9 million for improvement to City Facilities and Parks, \$16.8 million for street improvements and rehabilitation, \$15.9 million for sidewalks, \$10.4 million for drainage projects, \$7.6 million for Beach Access Improvements, \$3.5 million for retaining walls, \$2 million for fuel modification, \$1.7 million for parking facilities, and \$0.9 million for lighting.

XIV. TRANSPORTATION INFRASTRUCTURE FUND

The Transportation Infrastructure Fund ending balance will be roughly \$1 million at the end of FY 2018-19. The proposed budget includes an estimated \$15,000 in interest each year, but there are no other revenues or appropriations proposed at this time.

This fund is expected to receive \$5.1 million in revenue over next ten years. This amount includes \$4.5 million from the Heritage Field El Toro LLC agreement and \$667,000 from Merlone Geier Management, LLC agreement.

XV. SEWER FUND

The proposed Sewer Fund budget continues to move forward with the ten year financial plan for the wastewater system that includes rate increases of 4.75% through FY 2018-19 and 4% in FY 2019-20, as well as setting aside funding toward a goal of reaching a \$1.8 million reserve by FY 2024-25. The plan also includes borrowing \$10 million over the next four years from the State Revolving Loan for capital improvements at the South Orange County Wastewater Authority (SOCWA) and for City sewer facilities.

Some of the highlights in the ten-year sewer capital improvement plan include \$14.7 million in SOCWA capital improvement projects; \$5.6 million for sewer pipe inspection, lining repair, and manhole rehabilitation; \$400,000 for Bluebird SOCWA Odor Scrubber; \$750,000 for Victoria Lift Station Rehabilitation; and \$250,000 for pump replacement at Laguna SOCWA and Bluebird SOCWA.

It should be noted that the Moulton Niguel Water District has requested to divest itself from the Coastal Treatment Plant which could have implications for the City's 10-Year Capital Improvement Plan. This matter is presently under consideration and more information should be available over the next year.

XVI. DISASTER CONTINGENCY FUND

The Disaster Contingency Fund continues to earn interest bringing the ending balance for this fund to roughly \$6.2 million at the FY 2018-19. There are no expenditures proposed at this time; however, it should be noted that any expenditure from the Disaster Contingency Fund requires four affirmative votes of the City Council and requires that the City use its best efforts to replenish the Fund within thirty-six months following the allocation.

XVII. INTERNAL SERVICE FUNDS

The Automotive Replacement Fund provides financing to replace the City's vehicles as they end their useful lives. The proposed two-year budget calls for replacing 32 vehicles including three trolleys. The useful life of the vehicles is being prolonged as much as possible to minimize costs.

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 allocation to each department is predicated on the incidence of cost within those departments, i.e., those departments that have higher expenses are charged a higher premium. The proposed budget increases funding for health insurance cost by 12% each year over the next two years. Given the continued uncertainties regarding health care costs and changes to the Affordable Care Act, the increase in funding is an estimate and may need to be supplemented. The proposed budget also includes an increase in funding for workers' compensation and general liability of \$200,000 in FY 2017-18 and an additional \$200,000 in FY 2018-19 as well as setting aside \$1 million for litigation costs to defend legal challenges related to the City's undergrounding ordinance.

Finally, the Insurance Fund will receive a side-fund loan repayment of \$515,200 in FY 2018-19. The side fund loan repayments represent amounts loaned to the General Fund from several City funds to pay off the City's public safety "side fund" retirement liability at CalPERS. The entire side-fund loan is expected to paid-off by FY 2023-24.

XVIII. LABOR RELATIONS

Funding related to agreements with the City's Employee Associations have been incorporated into the proposed budget and no labor agreements are set to expire during the term of the upcoming two-year budget.

XIX. ACKNOWLEDGEMENTS

I would like to thank Department Directors and staff for their assistance in developing a budget plan that allocates resources to maintain quality city services while advancing the City Council's goals and priorities.

I would also like to thank Director of Finance and IT Gavin Curran, Finance Officer Nancy Pauley, and Accountant Maggie Lotolc for their work in preparing the proposed budget.

Respectfully submitted,



John Pietig
City Manager

PENSIONS

The City of Laguna Beach has contracted with the California Public Employee Retirement System (CalPERS) for pension benefits since 1945. The City has approximately 277 active and 362 retired employees (members) enrolled in the pension plan. In these plans, members earn service credit towards a lifetime retirement allowance after employment (defined benefit), calculated under a formula which accounts for the employee's years of credited service, the employee's "final compensation" and the employee's age at retirement. For example, with 30 years of service, a "3 at 50" safety pension formula provides 90% of final compensation at age 50, and a "2.5 at 55" non-safety pension formula with 30 years of service provides 75% of final compensation at age 55. The CalPERS Board of Administration has absolute authority and fiduciary responsibility to ensure the integrity of the system, the investment of monies, and overall administration of CalPERS.

An unfunded liability for pension benefits generally exists when the value of all projected benefits payable to members exceeds the projected value of assets available to pay those benefits. The amount can change over time as a result of changes in benefits, pay levels, demographics, actuarial assumptions, and return on investments. State and local governments, including Laguna Beach, normally reduce their unfunded liability over time as part of their annual required pension contributions.

Risk pooling was implemented by CalPERS effective with the June 30, 2003, actuarial valuations to protect small employers (those with less than 100 active members in the plan) against large fluctuations in employer contribution rates caused by unexpected demographics events. Costs are allocated to Pooled plans on the actual increases, or decreases, to the individual plans. It is the policy of CalPERS to ensure equity within the risk pools by allocating the pool's experience gains/losses and assumption changes in a manner that treats each employer equitably and maintains benefit security for the members of the System while minimizing substantial variations in employer contributions. If an agency voluntarily or involuntarily terminates its contract with CalPERS, the agency member benefits are adjusted in proportion to the amount the employer can pay and the plan is moved into a Terminated Agency Pool. This mechanism is designed to protect other agencies by eliminating the unfunded liabilities of employers who cannot, or will not, pay pension obligations.

Currently, the City has one non-pooled Miscellaneous Plan and seven pooled Safety Plans. Per the most recent CalPERS actuarial reports, the unfunded liability for Laguna Beach for all plans is \$53 million and includes Police Safety Plans (unfunded liability of \$15.5 million), Fire Safety plans (unfunded liability of \$12.8 million), Lifeguard Safety Plans (unfunded liability of \$1.2 million), and the Miscellaneous Plans (unfunded liability of \$23.7 million). With few exceptions, the City is contractually obligated to enroll all full-time employees in the CalPERS system. If the City Council wanted to offer an alternative pension plan, CalPERS would require the City to terminate its contract at a cost of \$460 million, which is financially prohibitive.

There have been a number of events that have contributed to the increase in unfunded liabilities for agencies in the CalPERS system. In 1999, Senate Bill 400 (SB400) passed overwhelmingly permitting more generous pension benefits to employees, both prospectively and retroactively. CalPERS also incurred negative investment returns due to the "dotcom" bubble in 2000, and again

in 2008 during the great recession. Over the past two years, CalPERS has again earned less than expected investments returns.

The City Council has been proactive in addressing the City's unfunded pension liability. In 2010, the City Council approved borrowing funds internally to pay off its \$10 million CalPERS "Side Fund" for Police, Fire and Lifeguard safety plans. In 2013, the City Council approved higher employee contributions ranging from 8% to 12% of salary. In 2014, the City Council approved a strategy to pay approximately \$10 million over five years to accelerate the payoff of the City's unfunded pension liability. These strategies were expected to save the City \$25 million over the next thirty years and significantly reduce the City's unfunded liability over time. This was in addition to the State's own pension reform (PEPRA) and CalPERS requiring higher contribution rates toward unfunded liability and reduced retirement benefits for new employees intended to completely resolve the CalPERS unfunded liability (including Laguna Beach) in about thirty years. Unfortunately, CalPERS has presented cities with a new pension crisis.

On December 21, 2016, based on the expectation of lower investment return rates over the next decade, the CalPERS Board voted to lower the discount rate (investment rate of return) from the current 7.5% to 7% over three years. The impact to the City's budget is an increase in the normal cost by 1% to 3% as a percentage of payroll for miscellaneous plans, and 2% to 5% increase for safety plans. Additionally, the City will see a 30% to 40% increase in its required unfunded liability payment. These increases will be phased in over five years with only a small impact to the proposed budget for FY 18-19. However, these additional costs are expected to reach \$2.8 million by FY 2021-22, and create a deficit budget position in the City's General Fund by FY 2020-21 unless revenue will increase or expenditures are reduced.

In March, the City Council directed staff to present new strategies to address these rising pension costs. Some of the possible alternative could include:

- Programming General Fund operating monies to phase in future pension increases as soon as possible. Use the difference between the required payment to CalPERS and budgeted payment to pay down the unfunded liability. This is one of the current strategies already being employed.
- For the next five years, prioritize some portion of mid-year savings toward paying down unfunded pension liabilities. The program would be re-evaluated after five years.
- Use cash reserves in the General Fund and Vehicle Replacement Fund to pay down the unfunded pension liability. Borrowed funds would be repaid over time, with interest, as the budget impact of the unfunded liability decreases.
- Disaster Contingency Fund available cash could be used to pay down the unfunded pension liability and replaced with a bank line of credit.
- Dedicate a portion of on-going parking revenue toward paying down the unfunded pension liability for a minimum of five years.
- Contribute future savings to a Section 115 Trust. This program has the benefit of prefunding a pension reserve account that will help stabilize the impact of increasing pension costs on future budgets.

These options and recommendations will be discussed as part of the budget workshop.

INTRODUCTION

“How to Use This Budget”

The Annual Budget for the City of Laguna Beach for fiscal year 2017-18 and 2018-19 was adopted by Resolution No. 17.035 by the City Council on June 27, 2017.

The Introduction follows the City Manager’s Budget Transmittal that accompanied the Proposed Budget when it was first submitted to the City Council on April 30, 2017. 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 30, 2017 and the preparation of this Budget Transmittal, numerous modifications have been made to the Proposed Budget. These modifications are shown on pages i-ii 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. 161-164). 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. 176-207) 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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Section I

City-Wide Summaries

Beginning & Ending Balances FY 2017-18.....	page 2
Beginning & Ending Balances FY 2018-19.....	page 3
Sources & Uses of Funds by Department & Fund FY 2017-18	page 4
Sources & Uses of Funds by Department & Fund FY 2018-17	Page 4a
History of Authorized Positions.....	page 6

Beginning and Ending Balances

Fiscal Year 2017-18

All Funds¹

	Estimated Beginning Balance July 1, 2017	Estimated Revenues	Transfers In (Out)	Estimated Expenditures	Estimated Ending Balance June 30, 2018
<u>Operating and Capital Project Funds</u>					
General	\$40,669	\$62,304,900	(\$675,000) ²	\$61,534,900	\$135,669 ⁸
Measure LL		2,200,000		2,200,000	0
Open Space	154,163			20,000	134,163
Capital Improvement	1,374,035	6,489,000	(318,000) ³	7,287,000	258,035
Parking Authority	7,064,490	6,703,000	(1,840,200) ⁴	4,115,300	7,811,990
Parking in Lieu	896				896
Park in Lieu	179,580				179,580
Art in Lieu	200,540				200,540
Drainage	68,991				68,991
Housing in Lieu	283,397				283,397
Gas Tax	85,376	1,097,000	318,000	1,500,000	376
Street Lighting	4,487,531	1,505,000	(2,201,931) ⁷	3,790,600	-
Wastewater	565,872	11,014,000	(100,000) ⁵	10,415,000	1,064,872
Disaster Contingency	6,198,059	60,000			6,258,059
Transportation Infrastructure	624,000	15,000			639,000
Transit	2,000	2,465,500	815,200	3,280,700	2,000
Total	21,329,599	93,853,400	(4,001,931)	94,143,500	17,037,568
<u>Internal Service Funds</u>					
Insurance	1,999,221	9,575,500	515,200 ⁶	9,399,500	2,690,421
Vehicle Replacement	3,423,142	2,000,200	500,000	1,702,200	4,221,142
Total	\$5,422,363	\$11,575,700	\$1,015,200	\$11,101,700	\$6,911,563

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

²Includes a transfers in of \$525,000 from the Parking Authority Fund, and a transfer out of \$1,000,000 to the Street Lighting Fund and a transfer out of \$200,000 to maintain the 20% General Fund Reserve.

³Includes a transfers out of \$318,000 to the Gas Tax Fund.

⁴Includes a transfers out of \$525,000 to the General Fund, a transfer out of \$815,200 to the Transit Fund and transfer out of \$500,000 to the Vehicle Replacement Fund.

⁵Includes a transfer out of \$100,000 to the Sewer Fund Reserve.

⁶Includes a transfer in of \$515,200 from the principle payment of the of the Side Fund Loan.

⁷ Balance includes a transfer in of \$1,000,000 from the General Fund and a transfer out of \$3,201,931 to reserve for utility undergrounding including legal expenses.

⁸The City Council established a goal of a 20% General Fund Operating Reserve equal to \$11,800,000 which is not shown in this fund balance. A reserve for solid waste/refuse of \$363,000 and a reserve of \$250,000 to mitigate fluctuations in investments are also not shown in this fund balance.

Beginning and Ending Balances

Fiscal Year 2018-19

All Funds¹

	Estimated Beginning Balance July 1, 2018	Estimated Revenues	Transfers In (Out)	Estimated Expenditures	Estimated Ending Balance June 30, 2019
<u>Operating and Capital Project Funds</u>					
General	\$135,669	\$64,234,100	\$125,000 ²	\$63,790,000	\$704,769 ⁷
Measure LL		2,288,000		2,256,400	31,600
Open Space	134,163			20,000	114,163
Capital Improvement	258,035	6,649,000	(84,000) ³	6,512,000	311,035
Parking Authority	7,811,990	7,628,000	(1,921,700) ⁴	4,824,100	8,694,190
Parking in Lieu	896				896
Park in Lieu	179,580				179,580
Art in Lieu	200,540				200,540
Drainage	68,991				68,991
Housing in Lieu	283,397				283,397
Gas Tax	376	1,366,000	84,000	1,450,000	376
Street Lighting		1,552,000	(250,500) ⁶	1,301,500	-
Wastewater	1,064,872	12,398,000	(100,000) ⁵	12,745,300	617,572
Disaster Contingency	6,258,059	60,000			6,318,059
Transportation Infrastructure	639,000	15,000			654,000
Transit	2,000	2,466,700	896,700	3,363,400	2,000
Total	17,037,568	98,656,800	(1,250,500)	96,262,700	18,181,168
<u>Internal Service Funds</u>					
Insurance	2,690,421	10,059,300		10,282,500	2,467,221
Vehicle Replacement	4,221,142	2,000,200	500,000	920,000	5,801,342
Total	\$6,911,563	\$12,059,500	\$500,000	\$11,202,500	\$8,268,563

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

²Includes a transfers in of \$525,000 from the Parking Authority Fund, and a transfer out of \$400,000 to maintain 20% reserve.

³Includes a transfer out of \$84,000 to the Gas Tax Fund.

⁴Includes a transfers out of \$525,000 to the General Fund, a transfer out of \$896,700 to the Transit Fund and a transfer out of \$500,000 to the Vehicle Replacemet Fund.

⁵Includes a transfer out of \$100,000 to the Sewer Fund Reserve.

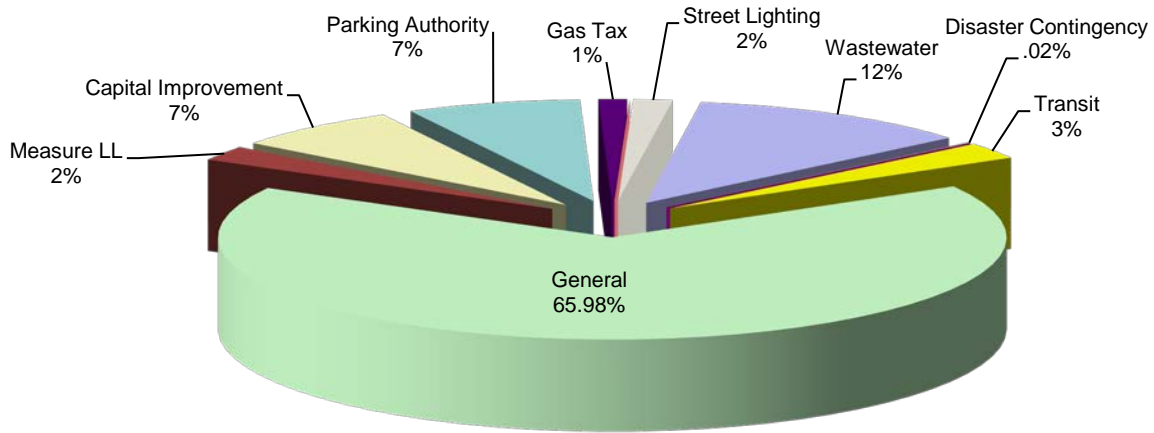
⁶Transfer out of \$250,500 to reserve for utility undergrounding including legal expenses bringing reserve to a total of \$3,425,431.

⁷The City Council approved a goal of a 20% General Fund reserve equal to \$12,400,000 which is not shown in this fund balance. A reserve for solid waste/refuse of \$363,000 and a reserve of \$250,000 to mitigate fluctuations in investments are also not shown in this fund balance.

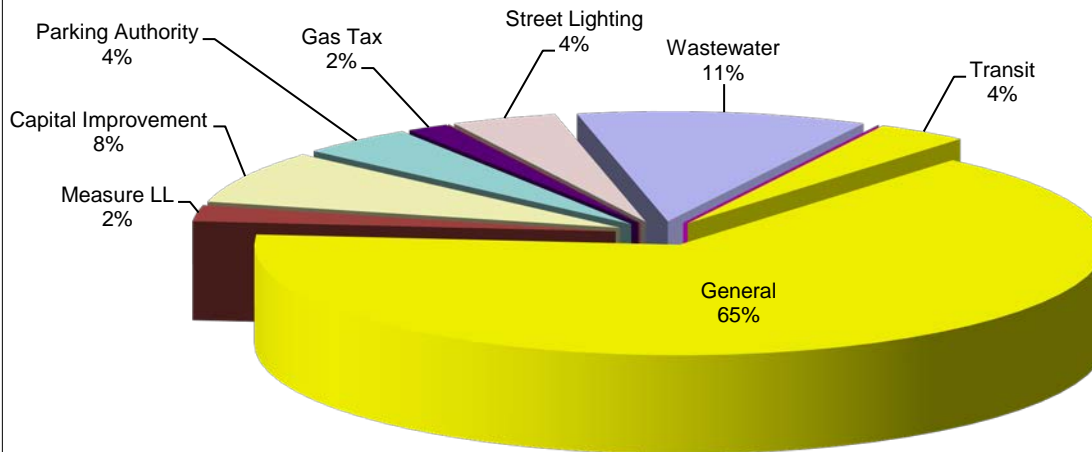
Sources & Uses of Funds¹

All Funds

Revenue Source by Fund FY 2017-18



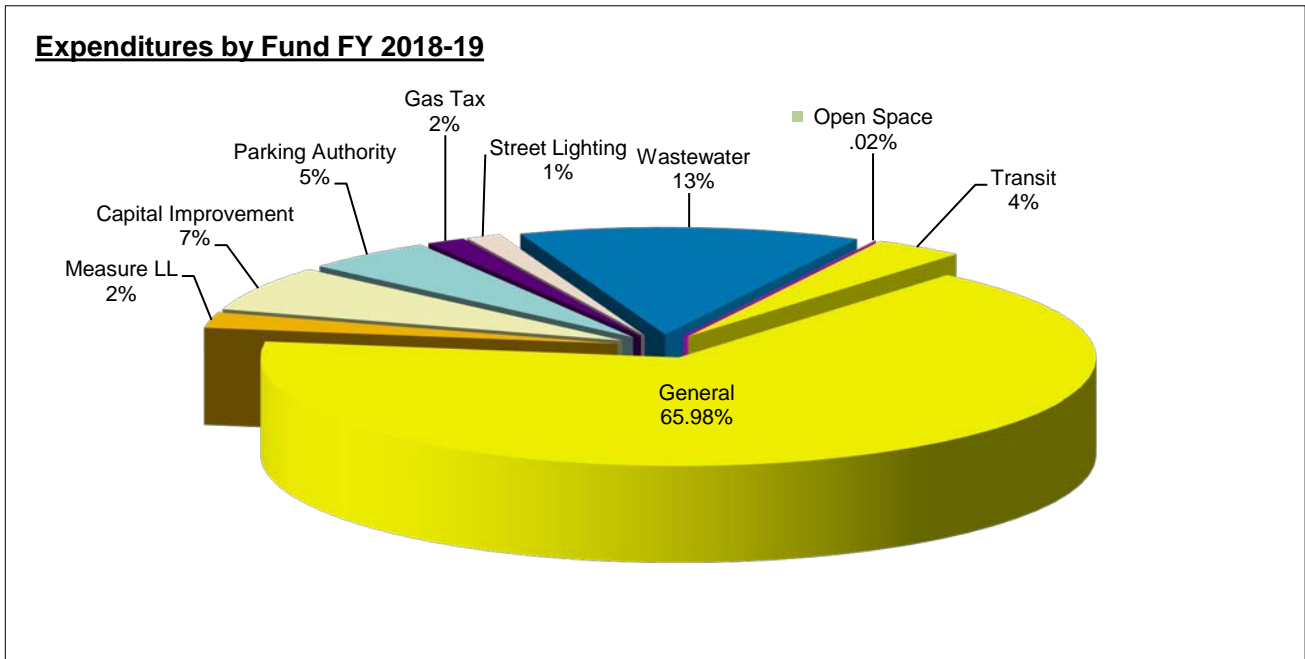
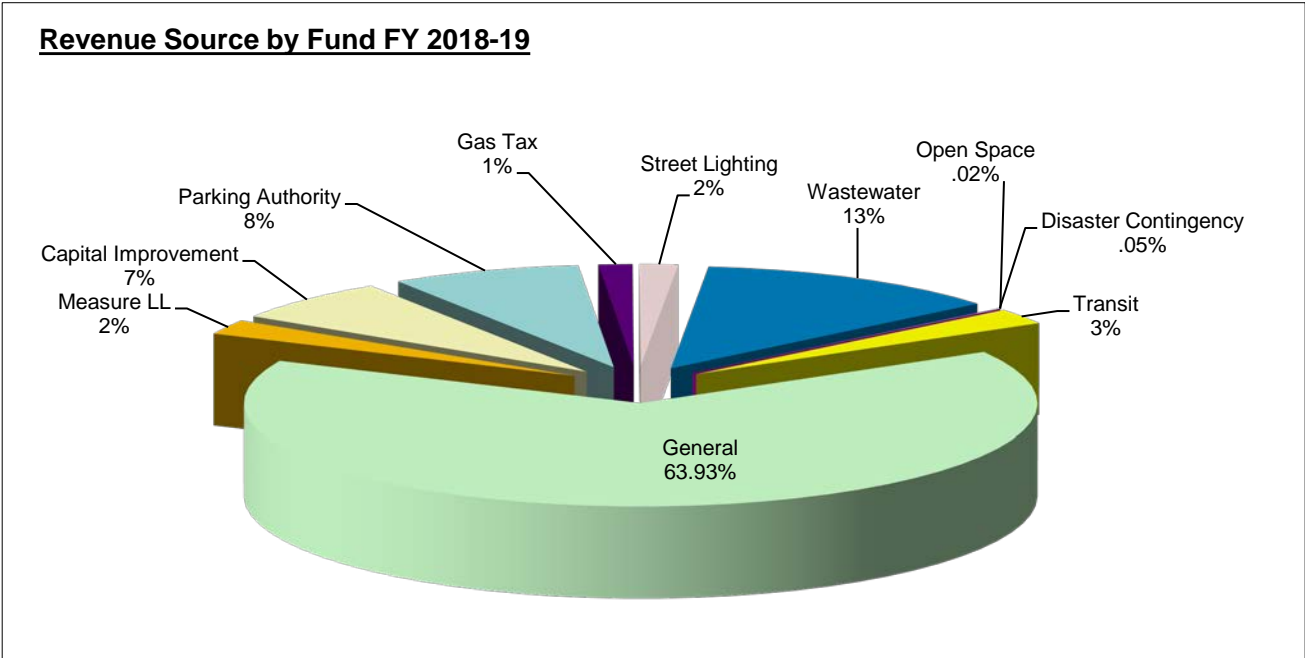
Expenditures by Fund FY 2017-18



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

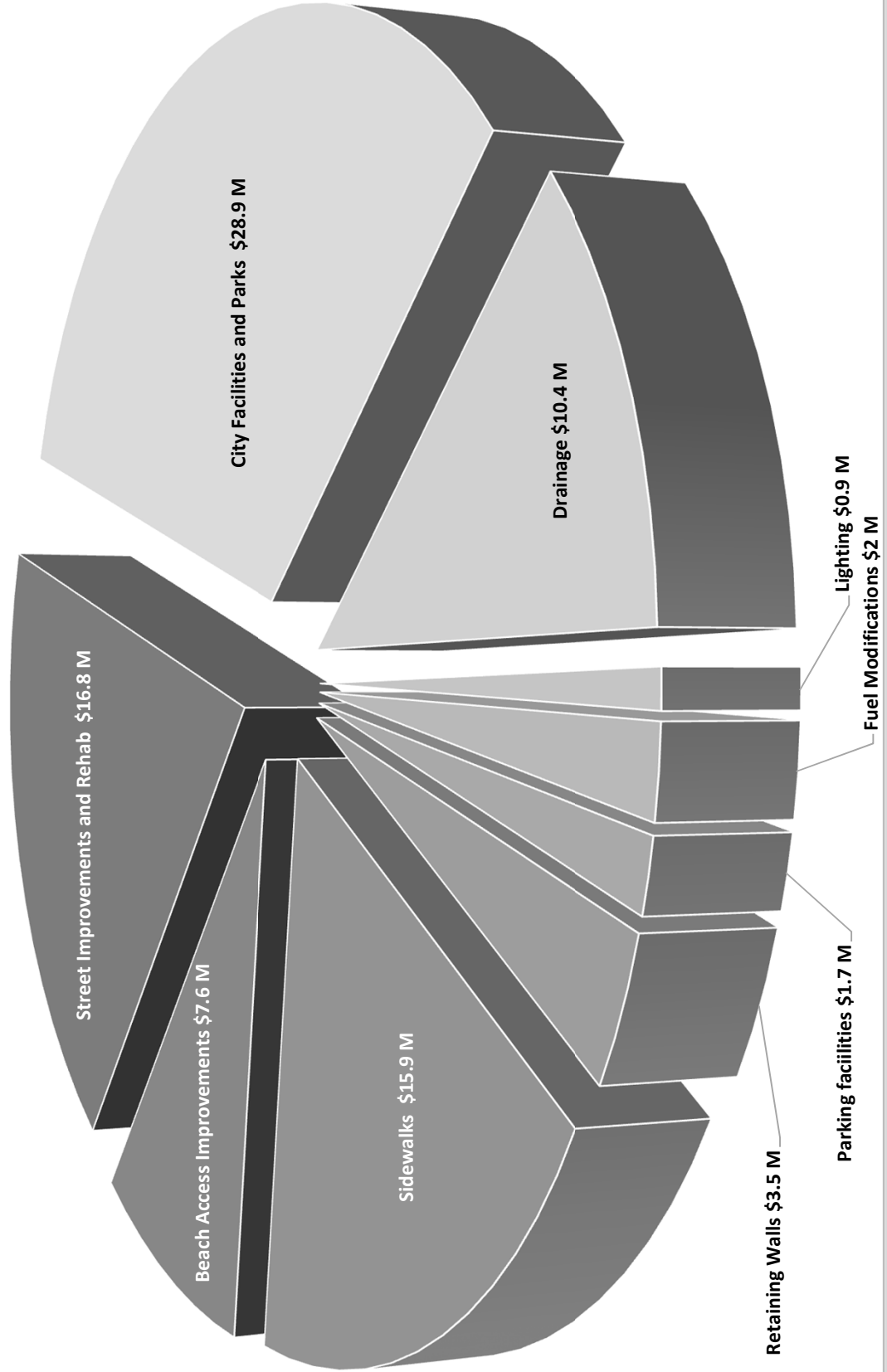
Sources & Uses of Funds¹

All Funds



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

**10 Year Capital Improvements by Category
FY 17/18 - 26/27 Total \$87.7 Million (M)**



Fiscal Years 2017/18-2026/27
10 YEAR CIP SUMMARY BY PROJECT TYPE

Project Type	Current YR FY16/17	Year 1 FY17/18	Year 2 FY18/19	Year 3 FY19/20	Year 4 FY20/21	Year 5 FY21/22	Year 6 FY22/23	Year 7 FY23/24	Year 8 FY24/25	Year 9 FY25/26	Year 10 FY26/27	10 Year CIP TOTALS:
City Facilities and Parks	\$ -	\$ 350,000	\$ 1,575,000	\$ 3,200,000	\$ 4,775,000	\$ 3,225,000	\$ 2,325,000	\$ 1,125,000	\$ 4,525,000	\$ 3,925,000	\$ 3,925,000	\$ 28,950,000 33.0%
Drainage	\$ 3,500,000	\$ 1,200,000	\$ 1,300,000	\$ -	\$ 1,100,000	\$ 1,100,000	\$ 1,650,000	\$ 900,000	\$ 1,000,000	\$ 1,050,000	\$ 1,100,000	\$ 10,400,000 11.9%
Lighting	\$ -	\$ 570,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 870,000 1.0%
Fuel Modifications	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000 2.3%
Parking facilities	\$ 200,000	\$ 350,000	\$ 1,000,000	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 1,650,000 1.9%
Retaining Walls	\$ -	\$ 650,000	\$ 100,000	\$ -	\$ 550,000	\$ 750,000	\$ 1,300,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 3,450,000 3.9%
Sidewalks	\$ 1,900,000	\$ 3,925,000	\$ 3,125,000	\$ 2,425,000	\$ 425,000	\$ 725,000	\$ 715,000	\$ 3,485,000	\$ 325,000	\$ 475,000	\$ 325,000	\$ 15,950,000 18.2%
Beach Access Improvements	\$ 700,000	\$ 565,000	\$ 465,000	\$ -	\$ 150,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 1,050,000	\$ 1,600,000	\$ 1,050,000	\$ 7,580,000 8.6%
Street Improvements and Rehabilitation	\$ 950,000	\$ 2,475,000	\$ 1,625,000	\$ 3,925,000	\$ 1,075,000	\$ 1,125,000	\$ 1,375,000	\$ 1,425,000	\$ 1,175,000	\$ 1,025,000	\$ 1,575,000	\$ 16,800,000 19.2%
TOTALS:	\$ 7,250,000	\$ 11,085,000	\$ 9,490,000	\$ 10,550,000	\$ 8,075,000	\$ 8,025,000	\$ 8,265,000	\$ 7,835,000	\$ 8,175,000	\$ 8,075,000	\$ 8,075,000	\$ 87,650,000

All Funds

Sources & Uses of Funds¹
Summary by Department & Fund

SOURCES OF FUNDS	Total Budget (All Funds)	Total Budget Allocated by Fund													Internal Service Funds				
		General Fund	Measure LL 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	Transportation Infrastructure	Transit Fund	Vehicle Repl.	Insurance
BEGINNING BALANCE: July 1, 2017																			
Revenues	21,329,599	40,669	0	154,163	1,374,035	7,064,490	896	179,580	200,540	68,991	283,397	85,376	4,487,531	565,872	6,198,059	624,000	2,000	3,423,142	1,999,221
Transfers: In/(Out)	93,853,400	62,304,900	2,200,000	0	6,489,000	6,703,000	0	0	0	0	0	1,097,000	1,505,000	11,014,000	60,000	15,000	2,465,500	2,000,200	9,575,500
	(4,001,931)	(675,000)		(318,000)	(1,840,200)		0	0	0	0	0	318,000	(2,201,931)	(100,000)	0	815,200	500,000	515,200	
TOTAL SOURCES OF FUNDS	111,181,068	61,670,569	2,200,000	154,163	7,545,035	11,927,290	896	179,580	200,540	68,991	283,397	1,500,376	3,790,600	11,479,872	6,258,059	639,000	3,282,700	5,923,342	12,089,921
USES OF FUNDS																			
City Council (p. 33)	82,600																		
City Manager (p. 34)	894,600																		
City Clerk (p. 36)	404,900																		
City Treasurer (p. 38)	179,400																		
City Attorney (p. 40)	750,000																		
Administrative Services (p. 41)	3,970,700			20,000															
Police (p. 53)	18,581,200		325,700										1,080,100						
Fire (p. 70)	12,453,000		285,900																
Marine Safety (p. 81)	3,252,900		219,700																
Public Works (p. 87)	31,684,000		1,368,700		7,287,000	3,035,200						1,500,000	3,790,600	10,415,000		3,280,700			
Water Quality (p. 111)	10,982,000		567,000																
Community Development (p. 122)	5,693,100		5,693,100																
Community Services (p. 135)	2,719,200																		
Cultural Arts (p. 147)	2,495,900																		
TOTAL USES OF FUNDS	94,143,500	61,534,900	2,200,000	20,000	7,287,000	4,115,300	0	134,163	200,540	68,991	283,397	1,500,000	3,790,600	10,415,000	6,258,059	639,000	3,280,700	1,702,200	9,399,500
ENDING BALANCE: June 30, 2018	17,037,568	135,669	0	134,163	258,035	7,811,990	896	179,580	200,540	68,991	283,397	376	0	1,064,872	6,258,059	639,000	2,000	4,221,142	2,690,421

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

Sources & Uses of Funds¹
Summary by Department & Fund

All Funds

SOURCES OF FUNDS	Total Budget Allocated by Fund														Internal Service Funds					
	Total Budget (All Funds)	General Fund	Measure LL 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	Transportation Infrastructure	Transit Fund	Vehicle Repl.	Insurance	
BEGINNING BALANCE: July 1, 2018	17,037,568	135,669		134,163	258,035	7,811,990	896	179,580	200,540	68,991	283,397	376		1,064,872	6,258,059	639,000	2,000	4,221,142	2,690,421	
Revenues	98,656,800	64,234,100	2,288,000	0	6,649,000	7,628,000	0	0	0	0	0	1,366,000	1,552,000	12,398,000	60,000	15,000	2,466,700	2,000,200	10,059,300	
Transfers: In/(Out)	(1,250,500)	125,000			(84,000)	(1,921,700)	0	0	0	0	0	84,000	(250,500)	(100,000)	0	0	896,700	500,000		
TOTAL SOURCES OF FUNDS	114,443,868	64,494,769	2,288,000	134,163	6,823,035	13,518,290	896	179,580	200,540	68,991	283,397	1,450,376	1,301,500	13,362,872	6,318,059	654,000	3,365,400	6,721,342	12,749,721	
USES OF FUNDS																				
City Council (p. 33)	83,000																			
City Manager (p. 34)	929,300																			
City Clerk (p. 36)	448,500																			
City Treasurer (p. 38)	184,500																			
City Attorney (p. 40)	750,000																			
Administrative Services (p. 41)	3,853,600																			
Police (p. 53)	19,615,500		343,300	20,000		1,116,500														
Fire (p. 70)	13,003,900		296,100																	
Marine Safety (p. 81)	3,299,800		235,300																	
Public Works (p. 87)	29,572,300		1,381,700		6,512,000	3,707,600						1,450,000	1,301,500	12,745,300			3,363,400			
Water Quality (p. 111)	13,277,100																			
Community Development (p. 122)	5,879,800																			
Community Services (p. 135)	2,762,100																			
Cultural Arts (p. 147)	2,603,300																			
TOTAL USES OF FUNDS	96,262,700	63,790,000	2,256,400	20,000	6,512,000	4,824,100	0	0	0	0	0	1,450,000	1,301,500	12,745,300	0	0	3,363,400	920,000	10,282,500	
ENDING BALANCE: June 30, 2019	18,181,168	704,769	31,600	114,163	311,035	8,694,190	896	179,580	200,540	68,991	283,397	376	0	617,572	6,318,059	654,000	2,000	5,801,342	2,467,221	

¹ 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 2015 **23,365**
Assessed Valuation Fiscal Year 2016-17 **\$13,613,076,867**

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
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
and Infc	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
12-13	2	3	.625	12	84	41	7.5	50	15	26.5	6.75	1	249.375
13-14	2	3	.625	12	84	41	7.6	51	15	27	6.75	1	250.975
14-15	2	3	.625	12	86	41	8	51	15	28	6.75	1	254.375
15-16	2	4	.625	12.1	87	41	8	54.6	15	30	5	1	260.33
16-17	2	4	.625	12.1	87	41	8	54.6	15	30	5	1	260.33
17-18	2	4	.625	13.6	94	41	8	56	15	32	5	1	272.225
18-19	2	4	.625	13.6	94	41	8	56	15	32	5	1	272.225
<i>Measure LL Positions:</i>													
17-18					3	1	2	1					7
18-19					3	1	2	1					7

* Includes 52 sworn positions and the civilianizing of the Support Services and Civilian Supervisor positions. For FY 2017-18 and FY 2018-19 two full-time jailer positions are partially funded by Measure LL.

Section II

Revenues

Revenue Summary.....	page 8
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Revenue Detail.....	page 15
Description of Key Revenue Sources.....	page 24

Revenue Summary

Fiscal Year 2017-18 & 2018-19

All Funds

	<u>FY 2017-18</u>	<u>% of Total</u>	<u>FY 2018-19</u>	<u>% of Total</u>
General Fund				
Property Tax	\$34,602,000		\$35,992,000	
Sales Tax	5,961,000		6,081,000	
Transient Occupancy Tax	6,900,000		7,160,000	
Business License Tax	900,000		900,000	
Other Taxes	1,240,000		1,240,000	
Licenses & Permits	1,446,200		1,446,200	
Citations	38,000		38,000	
Use of Money & Property	1,565,000		1,545,000	
Revenue from Other Agencies	813,400		839,600	
Charges for Current Services	8,434,100		8,587,100	
Reimbursements & Contributions	351,500		351,500	
Other Revenue	53,700		53,700	
Subtotal General Fund	62,304,900	66.34%	64,234,100	65.11%
Measurre LL Fund	2,200,000	2.34%	2,288,000	2.32%
Capital Improvement Fund				
Transient Occupancy Tax	4,700,000		4,900,000	
Parking & Other Fines	1,033,000		1,033,000	
Real Property Transfer Tax	565,000		565,000	
Building Construction Tax	150,000		150,000	
Grants	0			
Other Revenue	41,000		1,000	
Subtotal Capital Improvement	6,489,000	6.91%	6,649,000	6.74%
Parking Authority Fund				
Parking Lots & Meters	6,558,000		6,558,000	
Parking Permits	125,000		1,050,000	
Other Revenue	20,000		20,000	
Subtotal Parking Authority Fund	6,703,000	7.14%	7,628,000	7.73%
Gas Tax Fund	1,097,000	1.17%	1,366,000	1.38%
Street Lighting Fund	1,505,000	1.60%	1,552,000	1.57%

Revenue Summary
Fiscal Year 2017-18 & 2018-19

**All
Funds**

	<u>FY 2017-18</u>	<u>% of Total</u>	<u>FY 2018-19</u>	<u>% of Total</u>
Wastewater Fund				
Wastewater Service Charges	7,963,000		8,338,000	
Revenue from Other Agencies	51,000		60,000	
State Loan	3,000,000		4,000,000	
Subtotal Wastewater Fund	<u>11,014,000</u>	11.74%	<u>12,398,000</u>	12.57%
Disaster Contingency Fund	60,000	0.06%	60,000	0.06%
Transportation Infrastructure	15,000	0.02%	15,000	0.02%
Transit Fund				
State Grants	1,098,000		1,098,000	
Bus Fares & Other Income	161,500		162,700	
Revenue from Other Agencies	1,096,000		1,096,000	
Parking Authority Fund Subsidy in Lieu of Tram & Bus Fares	110,000		110,000	
Subtotal Transit Fund	<u>2,465,500</u>	2.63%	<u>2,466,700</u>	2.50%
TOTAL ALL REVENUES	<u><u>\$93,853,400</u></u>	100%	<u><u>\$98,656,800</u></u>	100.00%



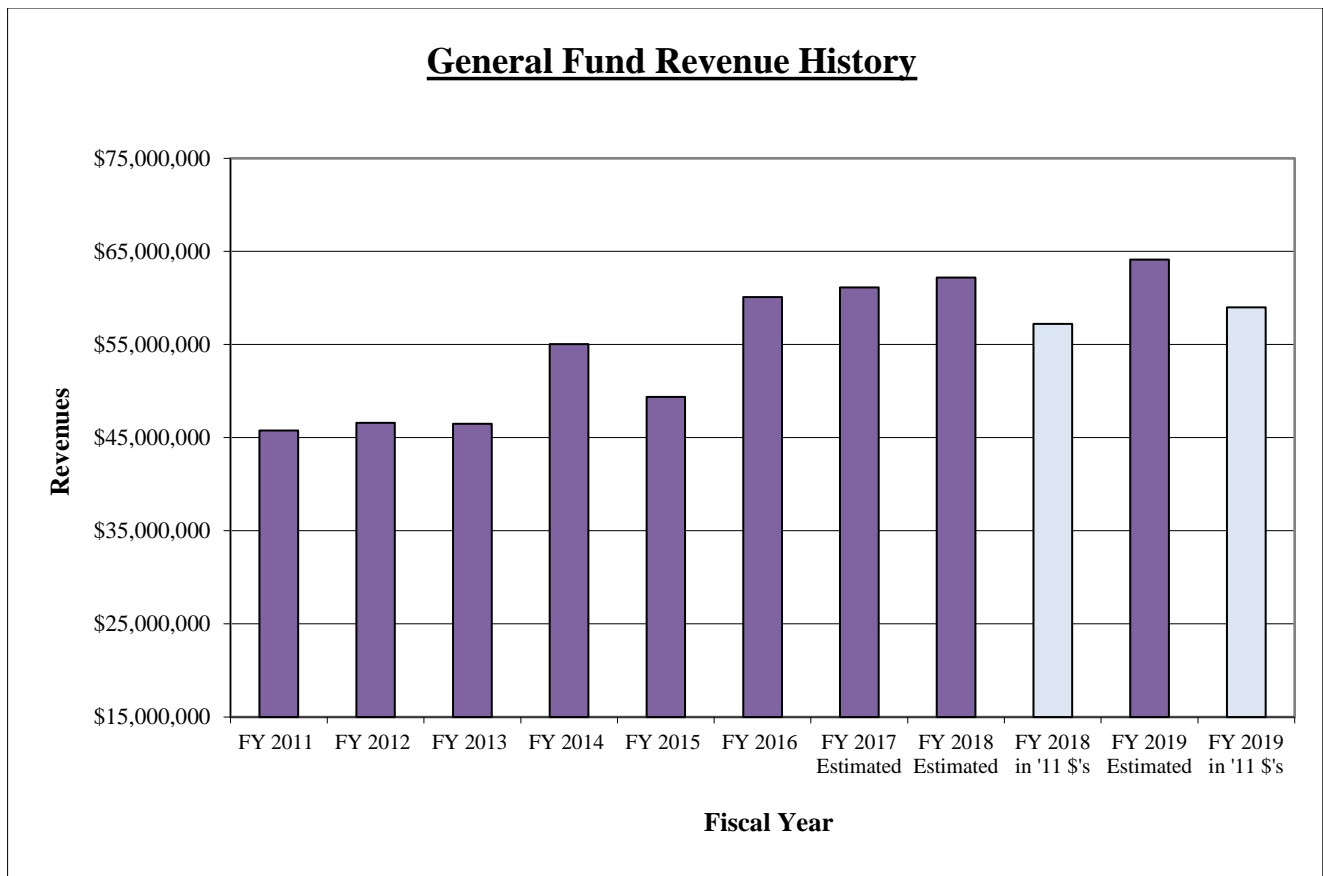
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General Fund Analysis

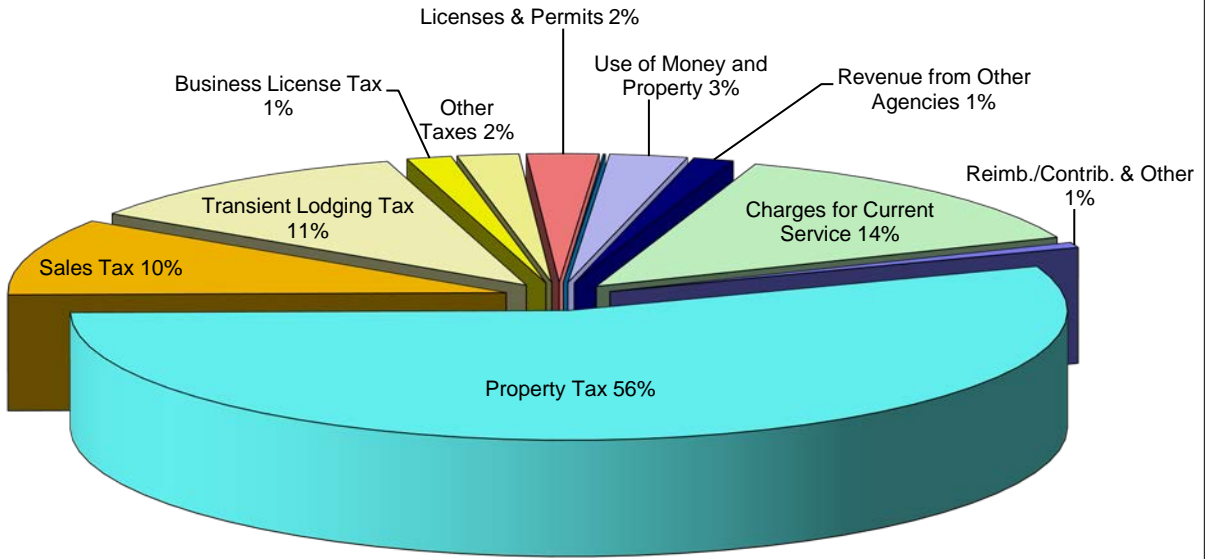
As shown on the Revenue Summary, the City relies on the General Fund as its primary source of operating revenues. The following three charts provide an overview of the history, composition and use of General Fund revenues.

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.

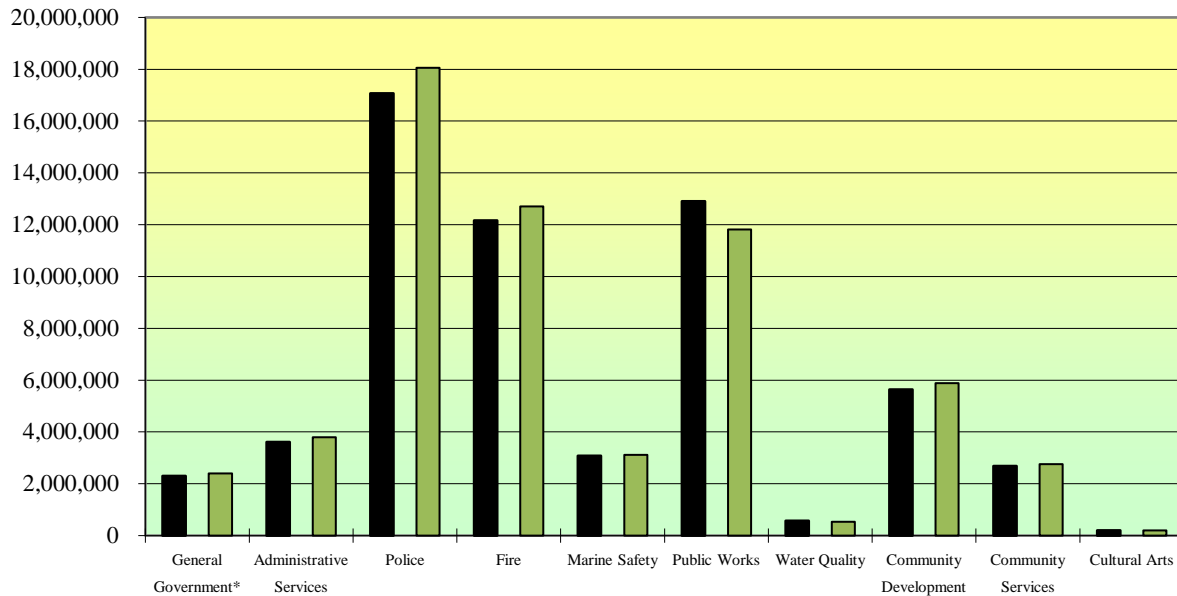
In the bar charts showing revenue histories, two unshaded bars have been added to the far right side of each graph to show the impact of inflation over the period of time covered by the graph. The unshaded bars are labeled “FY 2018 and FY 2019 in '11 \$'s.” The values for these two bars arrived by applying the inflation rate over the preceding years to the amount of revenue projected for Fiscal Years 2018 and 2019. For example, in looking at the General Fund Revenue History shown immediately below, revenues have grown thirty four and forty percent respectively since 2011, but when measured in dollars that are adjusted for inflation (the unshaded bars), the *purchasing power* of the revenues in 2018 and 2019 has actually increased only by twenty seven percent.



General Fund Revenue Source Two Year Average

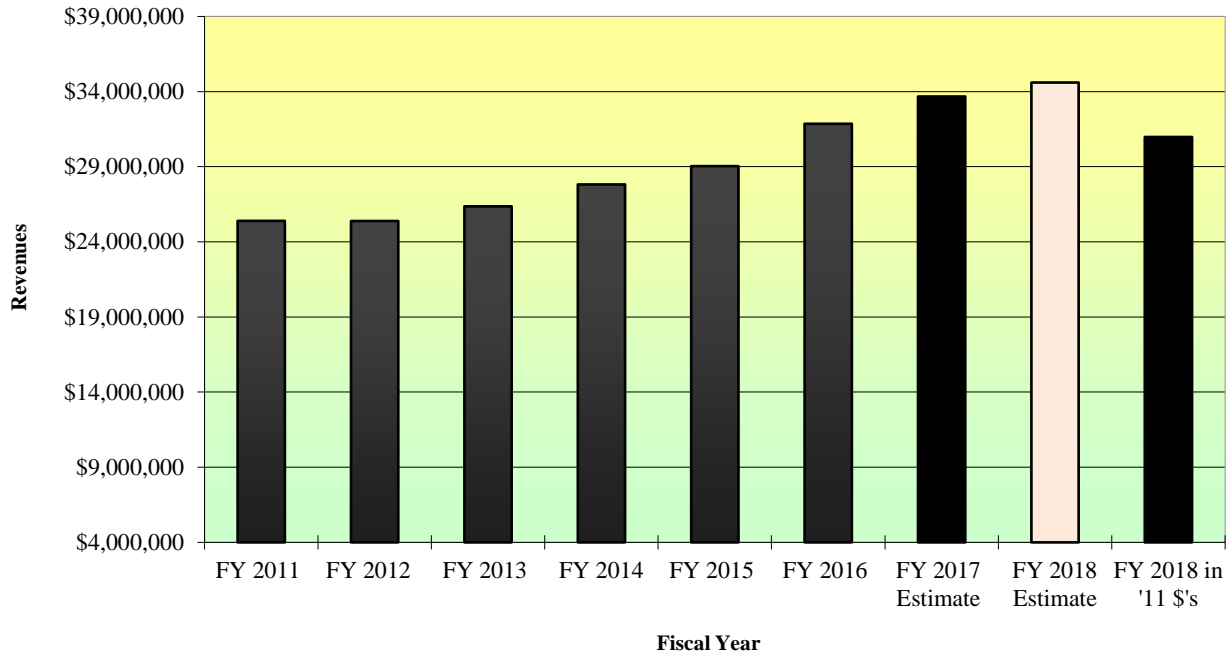


General Fund Expenditures by Department

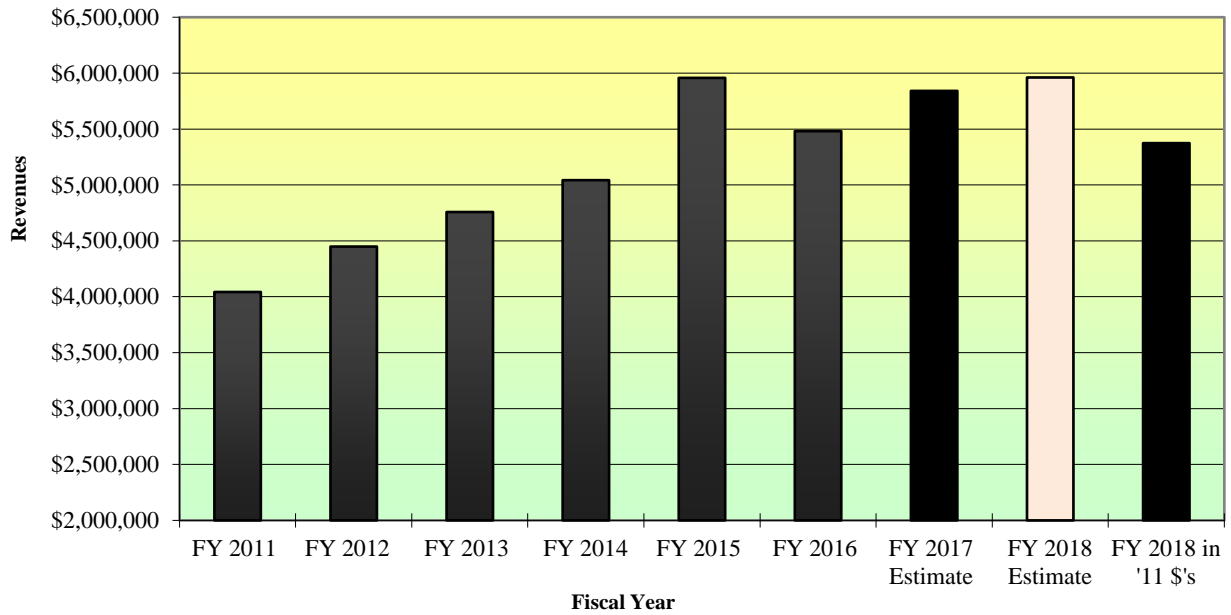


* Includes City Council, City Manager, City Clerk, City Treasurer and City Attorney.

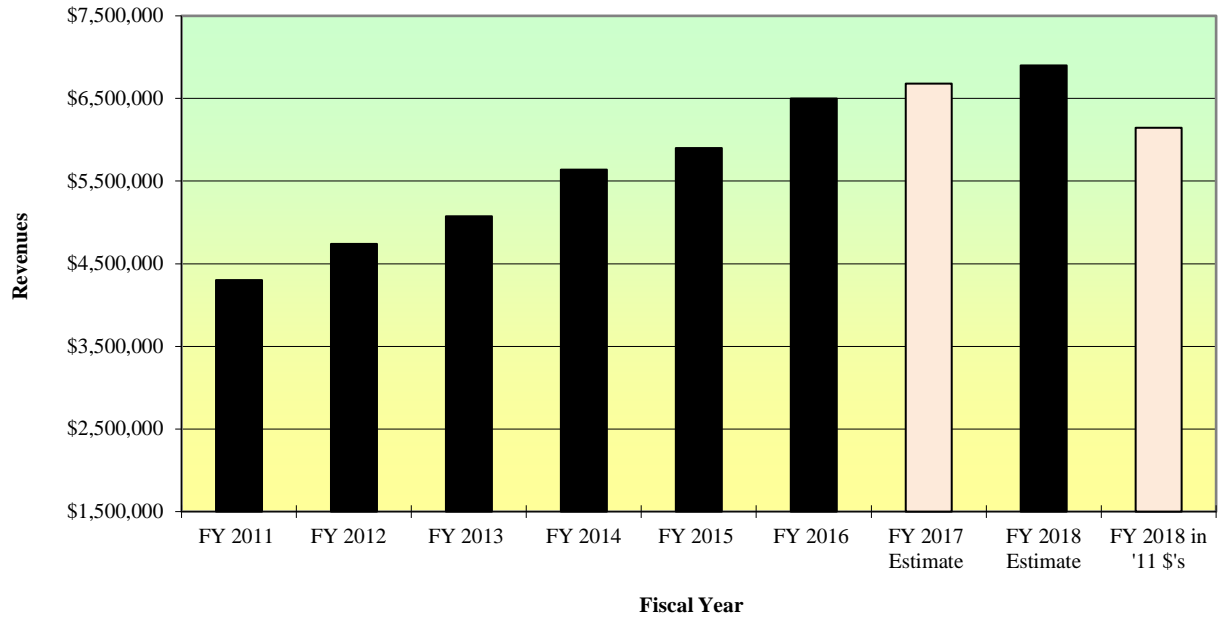
Property Tax through FY 2017-18



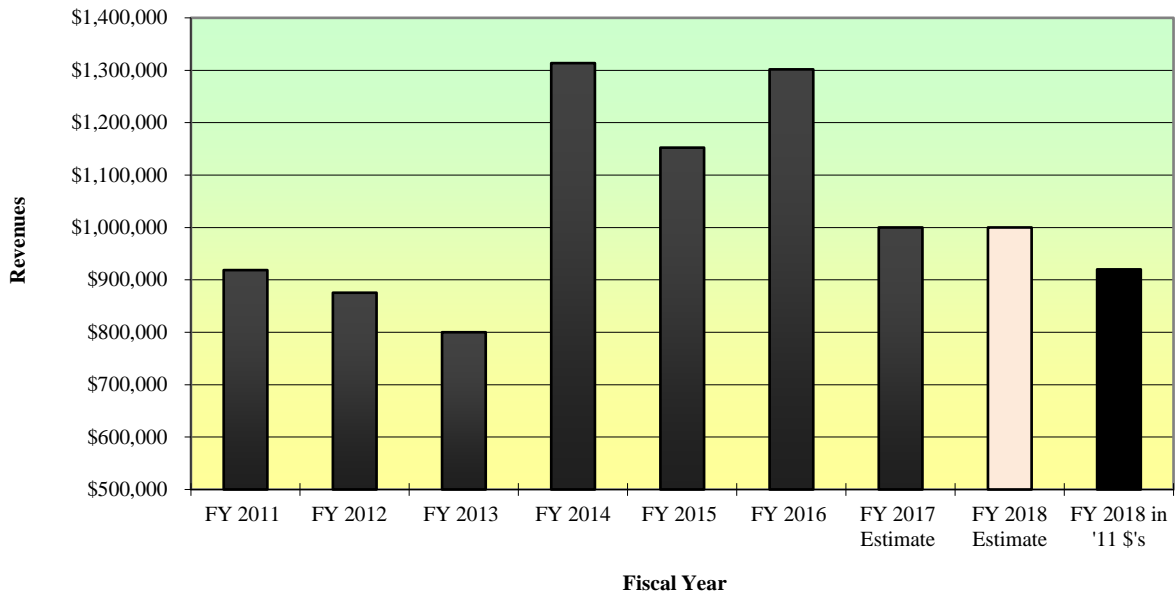
Sales Tax through FY 2017-18



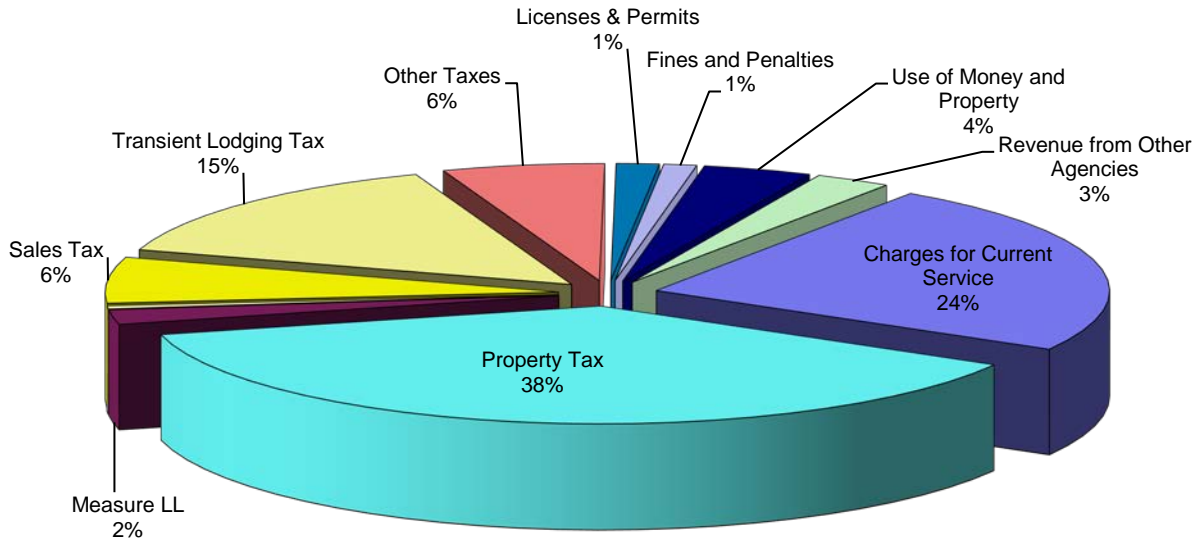
Transient Occupancy Tax through FY 2017-18



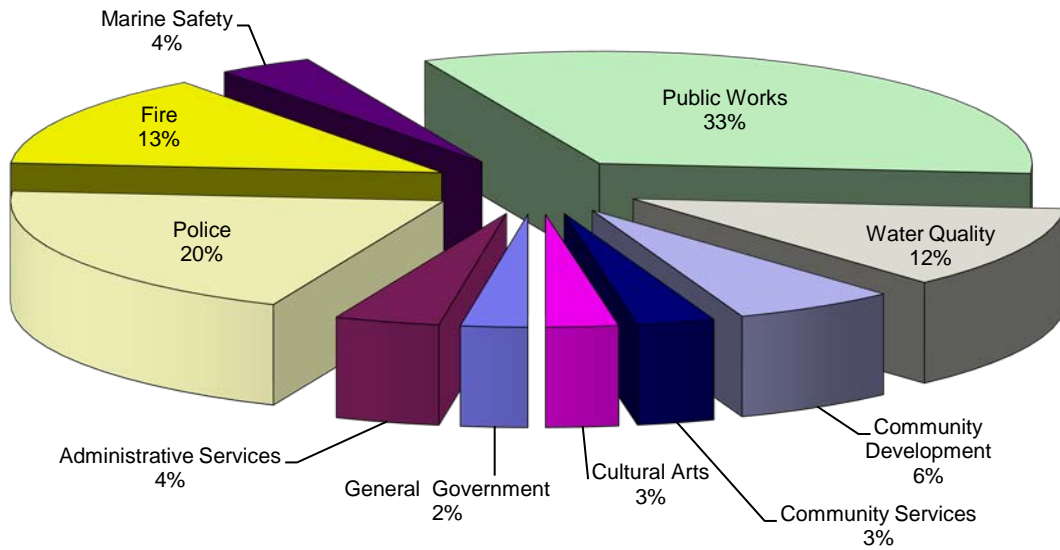
Investment Income through FY 2017-18



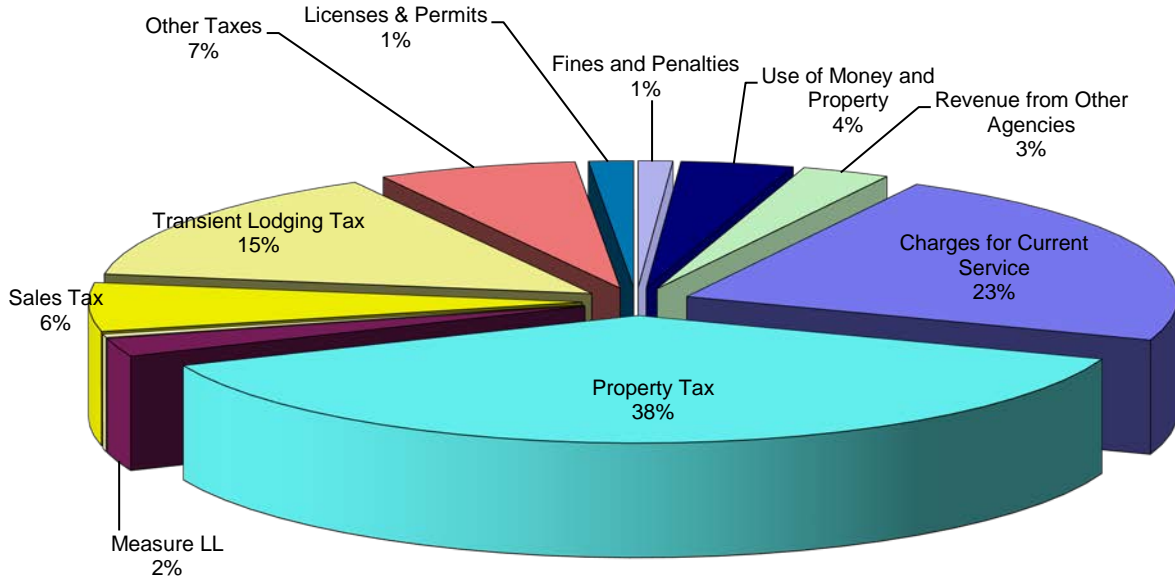
All Funds Revenue Source FY 2017-18



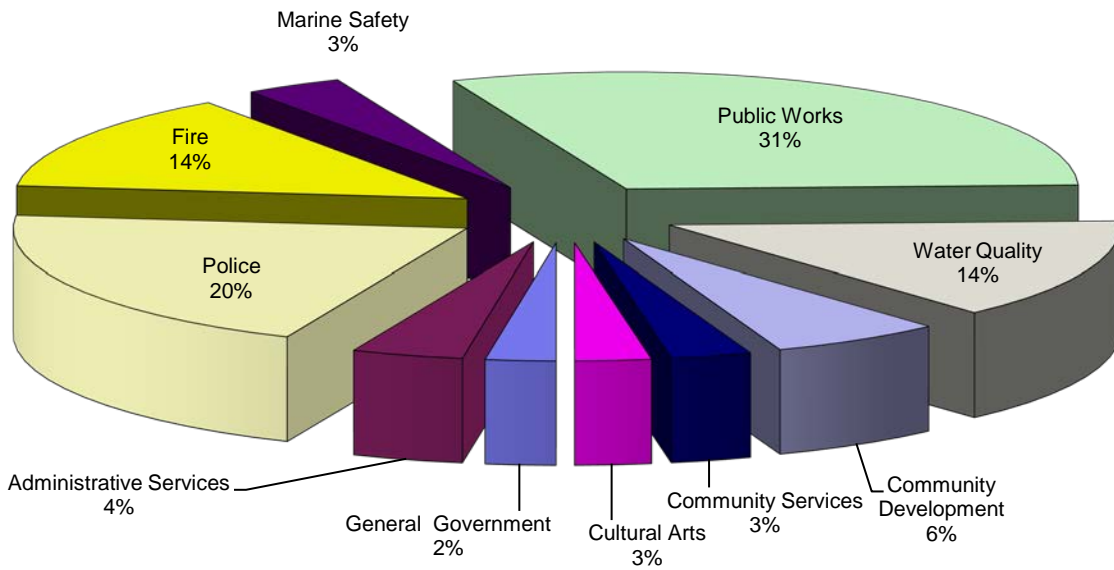
All Funds Expenditures by Department FY 2017-18



All Funds Revenue Source FY 2018-19



All Funds Expenditures by Department FY 2018-19



Revenue Detail
Fiscal Year 2017-18 & 2018-19

**All
Funds**

Object Account Title	Actual 2015-16	Adopted Budget 2016-17	Revised Estimate 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
110 GENERAL FUND					
<u>Property Tax</u>					
3010 Current Secured	\$27,013,705	\$26,222,000	\$28,700,000	\$30,000,000	\$31,300,000
3015 Public Utility	237,486	210,000	260,000	260,000	260,000
3020 Current Unsecured	929,539	875,000	900,000	900,000	900,000
3025 Supplemental Apportionment	747,610	250,000	700,000	250,000	250,000
3030 Prior Years	214,548	250,000	220,000	220,000	220,000
3040 Other Property Taxes	4,061	2,000	2,000	2,000	2,000
3050 Interest & Penalties - Delinquencies	79,807	100,000	90,000	90,000	90,000
3080 In Lieu of VLF	2,631,037	2,620,000	2,800,000	2,880,000	2,970,000
Subtotal	<u>31,857,794</u>	<u>30,529,000</u>	<u>33,672,000</u>	<u>34,602,000</u>	<u>35,992,000</u>
<u>Other Taxes</u>					
3101 Sales Tax - General	4,587,060	5,140,000	5,500,000	5,610,000	5,720,000
3103 Sales Tax - Public Safety	341,387	364,000	341,000	351,000	361,000
3104 In Lieu of Sales Tax	1,029,002				
3112 Transient Occupancy Tax	6,104,999	6,000,000	6,260,000	6,500,000	6,760,000
3114 TOT-Short Term Lodging	394,640	300,000	400,000	400,000	400,000
3118 Franchise Tax - Trash	207,924	190,000	200,000	200,000	200,000
3119 Franchise Tax - Cable TV	652,894	610,000	640,000	640,000	640,000
3120 Franchise Tax - Natural Gas	73,834	90,000	90,000	90,000	90,000
3121 Franchise Tax - Electricity	301,334	290,000	300,000	310,000	310,000
3135 Business License Tax	956,482	900,000	900,000	900,000	900,000
Subtotal	<u>14,649,556</u>	<u>13,884,000</u>	<u>14,631,000</u>	<u>15,001,000</u>	<u>15,381,000</u>
<u>Licenses and Permits</u>					
3300 Animal Licenses	47,437	60,000	45,000	45,000	45,000
3310 Building Permits	1,134,514	1,010,000	1,100,000	1,100,000	1,100,000
3312 Strong Motion Impact Program	(1,377)				
3313 Plumbing Permits	46,735	45,000	50,000	50,000	50,000
3316 Electric Permits	67,459	67,000	70,000	70,000	70,000
3319 Mechanical Permits	45,337	43,000	49,000	49,000	49,000
3320 Coastal Development Permits	70,364	48,000	70,000	70,000	70,000
3328 Public Works Permits	5,412	4,000	5,000	5,000	5,000
3335 Grading Permits	2,279	2,000	2,000	2,000	2,000
3340 Temporary Use Permits	6,660	5,000	6,000	6,000	6,000
3345 Conditional Use Permits	49,235	25,000	20,000	20,000	20,000
3350 Encroachment Permits	8,338	6,000	6,000	6,000	6,000
3360 Alarm Permits	18,000	13,000	18,000	23,200	23,200
Subtotal	<u>1,500,392</u>	<u>1,328,000</u>	<u>1,441,000</u>	<u>1,446,200</u>	<u>1,446,200</u>
<u>Fines and Penalties</u>					
3440 Citations - Code Enforcement	19,810	10,000	40,000	35,000	35,000
3441 Citations - Water Quality	2,760	1,000	3,000	3,000	3,000
Subtotal	<u>22,570</u>	<u>11,000</u>	<u>43,000</u>	<u>38,000</u>	<u>38,000</u>

Revenue Detail
Fiscal Year 2017-18 & 2018-19

**All
Funds**

Object Account Title	Actual 2015-16	Adopted Budget 2016-17	Revised Estimate 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Use of Money and Property</u>					
3500 Investment Earnings	1,152,300	630,000	1,000,000	1,000,000	1,000,000
3501 Interest on Side Fund Loan	172,988	245,000	245,000	134,000	114,000
3510 Rent - Community Center	14,867	10,000	15,000	15,000	15,000
3511 Rent-Veterans Memorial Comm.Center	42,000	42,000	42,000	42,000	42,000
3512 Lease-Steel Building (LRRC)	12,000	12,000	12,000	12,000	12,000
3515 Rent - Festival of Arts	243,777	234,000	250,000	250,000	250,000
3530 Rent - Moulton Playhouse	16,548	15,000	15,000	15,000	15,000
3540 Rent - Anneliese Pre-School	80,678	82,000	82,000	82,000	82,000
3550 Rent - Miscellaneous	71,244	30,000	30,000	15,000	15,000
Subtotal	1,806,402	1,300,000	1,691,000	1,565,000	1,545,000
<u>From Other Agencies</u>					
3601 Motor Vehicle In-Lieu Tax	9,423				
3615 Homeowners Property Tax Relief	190,127	190,000	190,000	190,000	190,000
3635 Peace Officers Standards & Training	10,237	20,000	20,000	15,000	15,000
3636 POST - Fire	11,210	5,000	5,000	5,000	5,000
3690 Mutual Aid Contract	379,686			200,000	200,000
<u>State Grants:</u>					
3640 Recycling-State	24,410	7,000	7,000	6,700	6,700
3641 Used Oil Recycling Block	(77)	5,000	5,000	7,000	5,000
3644 Police EMPG Grant	9,976				
3650 COPS	129,324	100,000	100,000	100,000	100,000
3637 Office of Traffic Safety	125,388				
3659 OTS DUI Check Points			70,000		
3768 Solid Waste Landfills			61,796	71,600	99,800
3810 Community Development Block Grant	118,150	118,100	118,100	118,100	118,100
3874 Auto Theft Task Force	74,974	100,000	100,000	100,000	100,000
<u>Federal Grants:</u>					
3661 UASI Grant-PD	50,704				
3761 DOJ Police Vest	3,547				
Subtotal	1,137,080	545,100	676,896	813,400	839,600

Revenue Detail
Fiscal Year 2017-18 & 2018-19

**All
Funds**

Object Account Title	Actual 2015-16	Adopted Budget 2016-17	Revised Estimate 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Charges for Current Services</u>					
3901 Variance	124,329	115,000	180,000	150,000	150,000
3907 Plan Check Fees - Building	654,412	562,000	870,000	800,000	800,000
3908 Water Quality Inspection Fees	68,564	15,000	100,000	50,000	50,000
3909 Plan Check Fees - Zoning	208,475	200,000	200,000	200,000	200,000
3910 Design Review	817,340	630,000	830,000	700,000	700,000
3915 Subdivision Fees	5,289	2,000	10,000	10,000	10,000
3926 Environmental Report		2,000	2,000		
3930 Real Property Report	196,625	180,000	197,000	190,000	190,000
3935 Design Review Appeals	14,908	8,000	19,000	15,000	15,000
3939 Document Retention Fee	43,168	31,000	46,000	40,000	40,000
3940 Other Filing & Permit Fees	71,041	77,000	70,000	70,000	70,000
3942 Use & Occupancy Inspection Fees	33,715	40,000	34,000	30,000	30,000
3944 Floor Area Fee - Diamond/Crestview	1,726	1,000	1,000	1,000	1,000
3955 Special Policing Fees	28,128	5,000	40,000	35,000	35,000
3956 False Alarm Fees	7,250	4,000	17,000	23,000	23,000
3957 Finger Printing	1,842	1,000	1,000	2,200	2,200
3958 Police Accident Reports	11,502	11,000	11,000	11,000	11,000
3960 Vehicle Towing & Release Fees	19,130	15,000	20,000	61,700	61,700
3961 DUI Cost Recovery Fee		7,000			
3962 Police Evidence Money	1,374			1,200	1,200
3963 Police Booking Fees	50,984	50,000	60,000	74,000	74,000
3965 Animal Services - Laguna Woods	97,875	100,000	100,000	100,000	100,000
3970 Animal Shelter Fees	14,295	15,000	12,000	17,000	17,000
3978 Weed & Lot Cleaning	24,044	15,000	12,000	15,000	15,000
3980 Landscape Development Fee	48,640	40,000	58,000	50,000	50,000
3990 C & D Administration Fees	5,900	5,000	3,000	3,000	3,000
4003 Business Improvement District	2,128,314	2,110,000	2,205,000	2,300,000	2,400,000
4005 Refuse Service Charges	2,034,519	2,060,000	2,100,000	2,142,000	2,195,000
4010 Paramedic Non-Resident Fees	63,508	78,000	78,000	78,000	78,000
4011 Paramedic Medical Supplies Fees	36,221	25,000	25,000	25,000	25,000
4012 Swimming Pool Classes	158,081	155,000	160,000	160,000	160,000
4013 Swimming Pool Use Fees	48,082	40,000	40,000	40,000	40,000
4014 Marine Safety Beach Classes	112,126	114,000	111,000	111,000	111,000
4020 Recreation - Social & Cultural	497,976	580,000	500,000	500,000	500,000
4024 Recreation - Adult Softball	19,745	15,000	15,000	15,000	15,000
4030 Recreation - Misc. Sports Programs	253,583	240,000	240,000	240,000	240,000
4038 Recreation - Special Programs	9,093	10,000	10,000	10,000	10,000
4042 Recreation - Park Weddings	97,261	100,000	95,000	75,000	75,000
4043 Recreation - Film Permits	34,993	25,000	25,000	35,000	35,000
4044 Recreation - Miscellaneous Fees	544	1,000	1,000	1,000	1,000
4130 Lifeguard Services - Private Beaches	44,782	28,000	28,000	28,000	28,000
4131 Lifeguard Tidepool Tours	70	1,000	1,000		
4140 Sale of Maps, Books & Copying	5,970	2,000	2,000	5,000	5,000
4150 Assessment District Service Fees	19,833	20,000	20,000	20,000	20,000
4160 Returned Check Fee	285	1,000	1,000		

Revenue Detail
Fiscal Year 2017-18 & 2018-19

**All
Funds**

Object Account Title	Actual 2015-16	Adopted Budget 2016-17	Revised Estimate 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Subtotal	8,115,541	7,736,000	8,550,000	8,434,100	8,587,100
<u>Other Revenue</u>					
4202 Sale of Real & Personal Property	361	2,000	2,000		
4220 Police Auction	10,662	1,000	8,000	2,000	2,000
4229 Subpoenas	6,692	10,000	10,000	36,700	36,700
4230 Miscellaneous Income	30,651	15,000	15,000	15,000	15,000
4280 Over & Short	98				
Subtotal	48,463	28,000	35,000	53,700	53,700
<u>Reimbursements & Contributions</u>					
Reimbursements:					
4045 Recreation - Administrative Fees	57,988	60,000	60,000	60,000	60,000
4060 Solid Waste Contractual	50,607	50,000	50,000	50,000	50,000
4301 SB 90	108,248		14,680		
4303 Lifeguard Training - SA College	14,691	20,000	20,000	15,000	15,000
4312 Other Agencies	7,884		1,000		
4314 Festival of Arts Parking Plan	24,634	32,000	32,000	32,000	32,000
4320 Workers' Compensation Insurance	275,898	118,000	118,000	118,000	118,000
4330 Property Damage	21,917	7,000	7,000	7,000	7,000
4357 LB School District	45,191	53,000	53,000	53,000	53,000
4360 Miscellaneous	19,964	10,000	10,000	10,000	10,000
Contributions:					
4059 Homeless Meters	2,044	1,500	1,500	1,500	1,500
4370 Non-Government Sources	14,668		5,000	5,000	5,000
4375 Animal Shelter	312,684		3,000		
4378 Police K9 Donations			2,500		
Subtotal	956,418	351,500	377,680	351,500	351,500
GENERAL FUND TOTAL	\$60,094,215	\$55,712,600	\$61,117,576	\$62,304,900	\$64,234,100
113 MEASURE LL FUND					
3112 Transient Occupancy Tax				\$2,200,000	\$2,288,000
OPEN SPACE FUND TOTAL	0	0	0	\$2,200,000	\$2,288,000

Revenue Detail
Fiscal Year 2017-18 & 2018-19

**All
Funds**

Object Account Title	Actual 2015-16	Adopted Budget 2016-17	Revised Estimate 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
116 CAPITAL IMPROVEMENT FUND					
3113 Transient Occupancy Tax	\$4,255,015	\$4,392,000	\$4,500,000	\$4,700,000	\$4,900,000
3138 Real Property Transfer Tax	844,305	600,000	600,000	565,000	565,000
3144 Building Construction Tax	136,926	120,000	149,000	150,000	150,000
3410 Vehicle Code Fines	123,279	150,000	150,000	150,000	150,000
3415 Municipal Code Fines - Other	16,986	15,000	20,000	20,000	20,000
3420 Municipal Code Fines - Parking	746,204	650,000	700,000	700,000	700,000
3422 Municipal Code Fines - DMV	168,178	145,000	160,000	160,000	160,000
3442 Administrative Citations - Police	5,627	15,000	15,000	3,000	3,000
3959 Auto Immobilization Fee	1,418	1,000	1,000	1,000	1,000
<u>Reimbursements & Contributions</u>					
Reimbursements:					
4230 Miscellaneous				40,000	
<u>County Grants:</u>					
3682 OCTA Grant	125,622		50,000		
CAPITAL IMPROVEMENT FUND TOTAL	\$6,423,559	\$6,088,000	\$6,345,000	\$6,489,000	\$6,649,000
118 PARKING AUTHORITY FUND					
Parking Meter Zones	\$4,324,706	\$3,880,000	\$4,145,000	\$4,265,000	\$4,265,000
Parking Lot Meters & Fees	2,218,758	2,043,000	2,452,500	2,286,000	2,286,000
4084 Parking Permits	114,729	1,045,000	1,050,000	125,000	1,050,000
4142 Electric Vehicle Charging Station	5,392		7,000	7,000	7,000
4230 Miscellaneous Income	(921)	1,000	1,000		
4231 Parking Meter Bag	46,423	20,000	20,000	20,000	20,000
4260 Parking Reimbursements Over & Short	30,391 (1,352)				
PARKING AUTHORITY FUND TOTAL	\$6,738,126	\$6,989,000	\$7,675,500	\$6,703,000	\$7,628,000
119 Transportation Infrastructure Fund					
3708 Parking In-Lieu Fee	\$333,333				
3500 Investment Earnings	5,293	\$15,000	\$15,000	\$15,000	\$15,000
Transportation Infrastructure Fund	\$338,626	\$15,000	\$15,000	\$15,000	\$15,000
120 PARKING IN-LIEU FUND					
3500 Investment Earnings	\$739				
PARKING IN-LIEU FUND TOTAL	\$739	0	0	0	0

Revenue Detail
Fiscal Year 2017-18 & 2018-19

**All
Funds**

Object Account Title	Actual 2015-16	Adopted Budget 2016-17	Revised Estimate 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
122 PARK IN-LIEU FUND					
3160 Park In-Lieu Fee	\$18,499				
3500 Investment Earnings	4,420				
PARK IN-LIEU FUND TOTAL	\$22,919	0	0	0	0
123 ART IN-LIEU FUND					
3150 Art In-Lieu Fee	\$30,524				
3500 Investment Earnings	2,390				
ART IN-LIEU FUND TOTAL	\$32,914	0	0	0	0
124 DRAINAGE FUND					
3500 Investment Earnings	\$710				
DRAINAGE FUND TOTAL	\$710	0	0	0	0
132 GAS TAX FUND					
3102 Sales Tax - Measure M	\$417,506	\$422,000	\$422,000	\$422,000	\$422,000
3500 Investment Earnings	5,329	10,000	10,000	10,000	10,000
3623 Gasoline Tax - Section 2103	119,974	92,000	92,000	92,000	92,000
3624 Gasoline Tax - Section 2105	131,127	145,000	135,000	135,000	135,000
3625 Gasoline Tax - Section 2106	89,540	80,000	90,000	90,000	90,000
3626 Gasoline Tax - Section 2107	170,745	198,000	170,000	170,000	170,000
3627 Gasoline Tax - Section 2107.5	5,000	6,000	5,000	5,000	5,000
3999 Arterial Highway Rehab Program				163,000	432,000
4360 Reimbursements		10,000	10,000	10,000	10,000
GAS TAX FUND TOTAL	\$939,219	\$963,000	\$934,000	\$1,097,000	\$1,366,000

Revenue Detail
Fiscal Year 2017-18 & 2018-19

**All
Funds**

Object Account Title	Actual 2015-16	Adopted Budget 2016-17	Revised Estimate 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
134 STREET LIGHTING DISTRICT FUND					
<u>Property Taxes:</u>					
3010 Current Secured	\$930,196	\$900,000	\$987,000	\$1,032,000	\$1,079,000
3015 Public Utility	8,073	7,100	8,000	8,000	8,000
3020 Current Unsecured	32,133	30,000	32,000	32,000	32,000
3025 Supplemental Apportionment	25,835	20,000	25,000	20,000	20,000
3030 Prior Years	7,405	7,000	7,000	7,000	7,000
3040 Other Property Taxes	392,103	340,000	450,000	400,000	400,000
3050 Interest & Penalties	2,195	3,000	2,000	2,000	2,000
3615 Homeowners Property Tax Relief	6,570	6,000	6,000	4,000	4,000
STREET LIGHTING DISTRICT FUND TOTAL	\$1,404,510	\$1,313,100	\$1,517,000	\$1,505,000	\$1,552,000
137 WASTEWATER FUND					
3982 Wastewater Service Charges	\$7,220,996	\$7,520,000	\$7,520,000	\$7,877,000	\$8,252,000
3986 Wastewater Connection Charges	179,261	86,000	200,000	86,000	86,000
3500 Investment Earnings	35,700		15,000	15,000	15,000
<u>Grants:</u>					
3692 Measure M Mountain Road	172,837				
3697 Rockledge Lift Station			35,300		
<u>Reimbursements:</u>					
4313 North Coast Interceptor	11,384	15,000	15,000	36,000	45,000
4360 Miscellaneous	251,180				
4551 Loan Proceeds		2,000,000	5,000,000	3,000,000	4,000,000
WASTEWATER FUND TOTAL	\$7,871,358	\$9,621,000	\$12,785,300	\$11,014,000	\$12,398,000
140 DISASTER CONTINGENCY FUND					
3500 Investment Earnings	\$63,380	\$45,000	\$55,000	\$60,000	\$60,000
DISASTER RELIEF FUND TOTAL	\$63,380	\$45,000	\$55,000	\$60,000	\$60,000

Revenue Detail
Fiscal Year 2017-18 & 2018-19

**All
Funds**

Object Account Title	Actual 2015-16	Adopted Budget 2016-17	Revised Estimate 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
310 TRANSIT FUND					
3105 Transportation Tax - Operating	\$1,115,108	\$1,149,000	\$1,149,000	\$1,096,000	\$1,096,000
3500 Investment Earnings	1,034				
4090 Main Line Summer Fares	14,696	10,000	10,000	1,500	1,500
4091 Main Line Regular Fares	15,401	20,000	15,000		
4092 Main Line AQMD Passes	8,325	13,000	10,000	10,000	10,000
4093 Transit Plus Taxi Vouchers	2,290	15,000	1,500		
4094 Act V Lot Park & Ride	118,342	100,000	112,000	110,000	110,000
4095 Main Line Regular Passes	5,046	1,000	1,000		
4096 Bus Charter Fees	38,879	40,000	40,000	40,000	41,200
4097 Festival Regular Fares*	110,000	110,000	110,000	110,000	110,000
<u>Grants & Reimbursements:</u>					
3110 Project V	519,242	515,000	500,000	519,000	519,000
3111 Project V Grant II				265,000	265,000
3711 State Transit Funding	72,414	225,000	122,000	122,000	122,000
3720 OCTA Operating Assistance	190,027	150,000	192,000	192,000	192,000
4330 Reimburse Property Damage	578				
TRANSIT FUND TOTAL	\$2,211,381	\$2,348,000	\$2,262,500	\$2,465,500	\$2,466,700
ALL OPERATING FUNDS TOTAL	\$85,803,031	\$83,079,700	\$92,691,876	\$93,853,400	\$98,656,800

* Fares paid by Parking Authority Fund .

Revenue Detail
Fiscal Year 2017-18 & 2018-19

**All
Funds**

Object Account Title	Actual 2015-16	Adopted Budget 2016-17	Revised Estimate 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>INTERNAL SERVICE FUNDS</u>					
126 INSURANCE & BENEFITS FUND					
4400 Employer - General Liability	\$1,003,100	\$1,100,000	\$900,000	\$1,200,000	1,300,000
4403 Employer - Workers' Compensation	1,102,900	1,100,000	988,800	1,200,000	1,300,000
4406 Employer - Group Insurance	3,503,808	3,934,500	3,435,000	4,479,800	4,672,800
4412 Employer - Dental Insurance	333,696	232,500	155,600	232,500	232,500
4420 Employer - Life Insurance	83,424	45,000	15,000	45,000	47,000
4425 Employer - Long Term Disability	208,560	50,000	25,000	48,000	50,000
4430 Employer - Unemployment Insurance	41,712	40,000	40,000	40,000	40,000
4440 Employee - Medical Insurance	538,296	936,400	638,900	978,700	1,006,400
4445 Employee - Retiree/Cobra	415,685	435,700	300,000	455,700	475,700
4452 Employee - Dental Insurance	80,361	71,600	81,800	71,600	71,600
4460 Employee Benefit - Comp Time	(20,517)	49,500	26,200	23,800	23,800
4461 Employee Benefit - Vacation	462,267	487,200	460,300	538,200	569,400
4462 Employee Benefit - Sick Leave	218,500	223,200	184,200	262,200	270,100
<u>Reimbursements and Earnings:</u>					
4320 Worker's Compensation	365,067		125,000		
4360 Miscellaneous	138,942				
INSURANCE & BENEFITS FUND TOTAL	\$8,475,800	\$8,705,600	\$7,375,800	\$9,575,500	\$10,059,300
128 VEHICLE REPLACEMENT FUND					
3560 Vehicle Use Rent	\$1,394,708	\$1,456,200	\$1,456,200	\$2,000,200	\$2,000,200
4202 Sale of Real & Personal Property	27,941		204,100		
<u>Reimbursements:</u>					
4330 Property Damage	13,500				
4360 Miscellaneous	279		\$3,700		
VEHICLE REPLACEMENT FUND TOTAL	\$1,436,428	\$1,456,200	\$1,664,000	\$2,000,200	\$2,000,200

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

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. This program is completed at the end of FY 2015-16.

Transient Occupancy Tax: Hotel/motel guests within the City of Laguna Beach pay a transient occupancy tax ("bed tax") of 12% of the room charge for stays of thirty (30) days or less. The General Fund receives bed tax of 10% of the room charge, the Measure LL Fund receives bed tax of 2%.

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.

In Lieu Contributions – Use of Money

Parking In-Lieu: Special Parking Districts (Downtown Specific Plan)-In Lieu Parking Certificates. For areas designated by the City Council to be hardship areas and for which special districts are formed for the purpose of providing central or common parking facilities, the City Council may grant relief from the requirements to the extent that an individual property owner or lessee participates in or contributes to parking in the central facility by acquiring in-lieu maximum of three certificates for any one site, unless additional certificates are approved by the City Council as part of a public/private partnership project. LBMC 25.52.004.

Park In-Lieu: The money collected hereunder shall be used only for the purposes of providing park or recreational facilities reasonably related to serving the subdivision by way of the purchase of necessary land or, if the City Council deems that there is sufficient land available for the subdivision, for improving of such land for park and recreational purposes. LBMC 21.08.130.

Art In-Lieu: In lieu of acquiring and installing an art work, project applicants may contribute funds to the art in public places fund established pursuant to LBMC § 1.09.070 equal to one and one quarter percent of the total project valuation. The in-lieu fee shall be paid by the project applicant at the time of final subdivision map approval or issuance of a certificate of occupancy, as may be applicable, unless otherwise provided by the city council. Project applications shall indicate on their art in public places application that they wish to make an in-lieu contribution. All moneys in this fund are required for the acquisition and installation of public art works. LBMC 1.09.010.

Drainage: Central Local Drainage Area Fund. A special fund is established called the “Central Local Drainage Area, Planned Local Drainage Facilities Fund.” All fees collected by the city pursuant to subsection (d) shall be deposited in said special fund. All moneys in said special fund shall be expended for the construction of local drainage facilities within the Central Local Drainage Area, and for any other purpose permissible under LBMC 21.08.160.

Housing In-Lieu: The City shall maintain an In-lieu Housing Fund. Payment into the fund shall provide an alternative to the provision of extremely-low- to moderate-income housing in new developments, whenever the provision of such housing is deemed infeasible. Payment of an in-lieu housing fee shall also be required for conversion of two-family and multi-family developments into fewer residences, whenever such residences are located in medium or high-density zones and conform to the density standards of such zones. Such fee shall also be required for demolition or conversion of residential units located in mixed-use developments in commercial zones, and for removal of extremely-low to moderate-income housing in the Coastal Zone, which comprises the entire City with the exception of the Sycamore Hills area off El Toro Road. The fund may be expended for any costs directly related to the production or preservation of extremely-low, very-low, low and moderate-income housing and special needs housing/facilities in the City of Laguna Beach, including the following: 1) site improvements and infrastructure facilities; 2) acquiring suitable sites or writing down land costs for sites; 3) planning and engineering services; 4) grants; and 5) other costs such as subsidies, as deemed appropriate by the City Council.

Section III

Expenditures

General Government.....	page 29
Administrative Services Department.....	page 41
Police Department.....	page 53
Fire Department.....	page 70
Marine Safety Department.....	page 81
Public Works Department.....	page 86
Water Quality Department.....	page 117
Community Development Department.....	page 128
Community Services Department.....	page 143
Cultural Arts Department.....	page 153
Internal Service Funds.....	page 161

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.

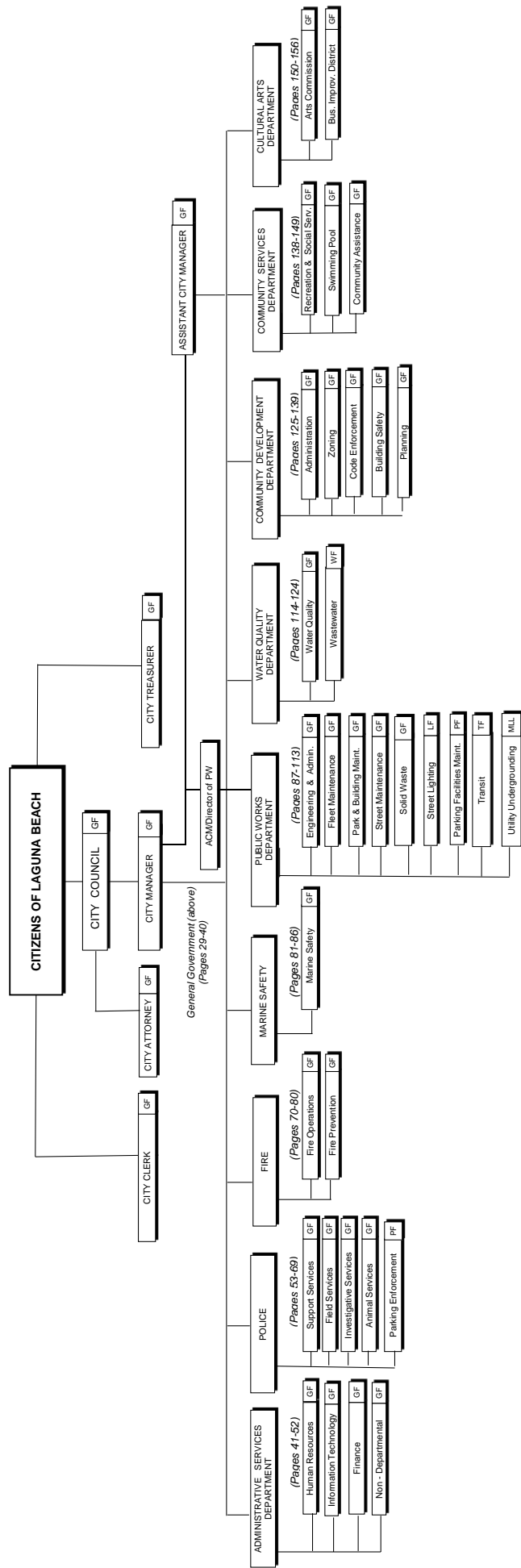
For the most part, all of the expenditure items within each division are funded from a single fund source; that fund is shown at the top right-hand corner of the division budget. In the few cases where a particular expenditure item is funded from a source other than the fund shown at the top of the division 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, 4a, 5 and 5a of this budget.

**Organization Chart
Expenditure Budget**

All
Divisions

**City of Laguna Beach
FY 2017-18 & FY 2018-19 Budget Structure**



LEGEND

Division: Fund

Pages xxx - zzz

Primary Funding Source

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

GF = General Fund
 LF = Licensing Authority Fund
 LF = Light Rail Fund
 TF = Transit Fund
 WF = Wastewater Fund
 CIP = Capital Improvmt. Fund

Budget Division

Page Reference Within This Budget Document

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 commissions, boards, and standing committees including but not limited to: Arts Commission; Board of Adjustment/Design Review Board; Personnel Board; Planning Commission; Heritage Committee; HIV Advisory Committee; Housing and Human Services Committee; Environmental Sustainability Committee, Parking; Traffic and Circulation Committee; Emergency Disaster Preparedness Committee and the Recreation Committee and View Restoration 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

Agendas, Council packets, Minutes and Recaps for all City Council meetings; ensures all regular City Council meetings are videotaped and recorded; administration of the City's records management system and processing of Ordinances, Resolutions, Contracts, Agreements, Deeds and Easements, in-lieu certificates, Historic Register applications, tort claims, appeals and subpoenas; handles Public Records Requests and ensures that all documents are accurate, safe, organized and properly scanned and filed to provide transparency to the public; and management and preparation of legal postings and published notices. The City Clerk's office manages the interviews and appointments to all City Committees, Commissions, Boards and Task Forces; and the City Clerk performs Domestic Partnership registrations and Civil Marriages. The City Clerk's office administers and files Oaths of Office and provides Notary services to the City and the public.

The City Clerk also serves as the City's Election Official, Fair Political Practice Commission's official and is responsible for municipal elections and ensuring that filing requirements are adhered to by elected as well as appointed officials pursuant with the Political Reform Act; and is responsible for maintaining and managing the required AB 1234 Ethics requirements. The City Clerk's Department serves as the resource center for the public, and provides information about various documents and/or referrals to other sources.

City Treasurer - The City Treasurer is elected and serves a four-year term who is compensated for twenty-five hours per week. Volunteer Deputy City Treasurers are Laguna Beach residents and are appointed.

The Treasurer is the primary banker for the City and serves as the liaison between multiple banks or institutions that provide depository or custody services. The Treasurer is the administrator for banking services, responsible for investment of funds, cash flow preparation and management.

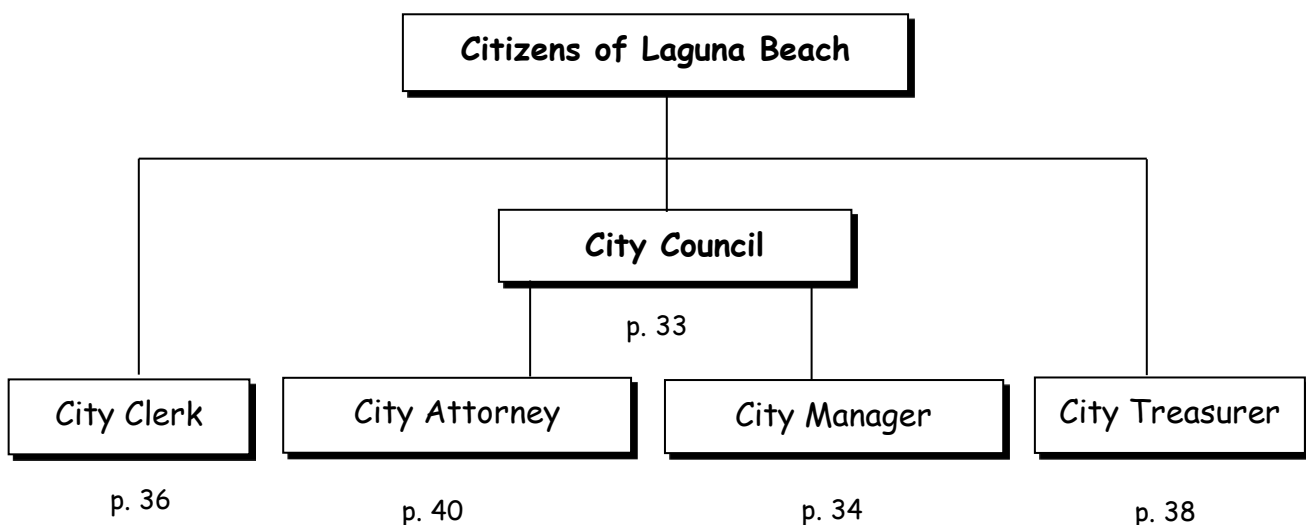
The City Council has annually delegated the investment responsibilities to the Treasurer who also serves as the Chief Investment Officer. In that capacity the Treasurer invests money in accordance with the City Investment Policy and California Government Code, prepares a monthly investment report, selects and manages broker/dealers and annually recommends investment policy updates to the City Council for consideration.

The City Treasurer is currently responsible for the bond administration for the assessment districts and serves as the trustee/liaison for the bondholders and homeowners in the district. This includes management of an outside trustee, fiscal agent, and contracted district administration. Tasks include establishing annual levy by district, bond payments, continuing disclosures, delinquency management and evaluation of refunding opportunities.

Periodic reviews of the Transient Occupancy Tax and Business Improvement Assessment District Tax are currently performed by the Treasurer.

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 for up to 60 hours of legal services, with additional litigation billed on a per hour basis. 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*

Department

City Council
City Manager
City Clerk
City Treasurer
City Attorney
General Government Total

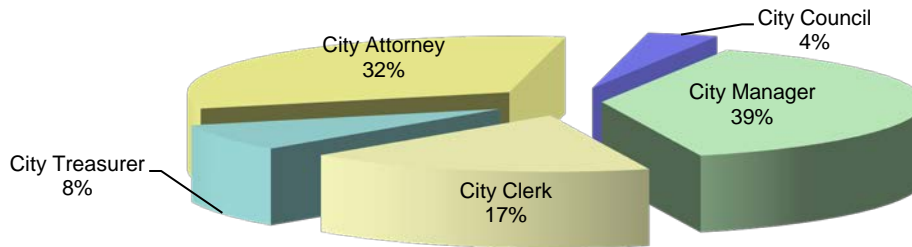
MAJOR CATEGORY OF EXPENDITURE FY 2017-18					
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$53,900	\$28,700				\$82,600
832,400	57,200		5,000		\$894,600
354,800	50,100				\$404,900
147,000	27,400	5,000			\$179,400
	750,000				\$750,000
\$1,388,100	\$913,400	\$5,000	\$5,000	\$0	\$2,311,500

Department

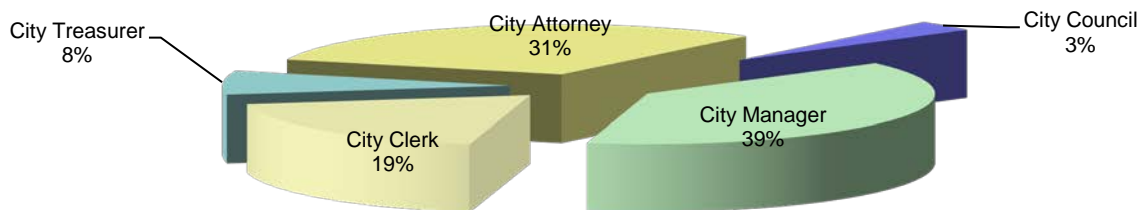
City Council
City Manager
City Clerk
City Treasurer
City Attorney
General Government Total

MAJOR CATEGORY OF EXPENDITURE FY 2018-19					
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$54,000	\$29,000				\$83,000
866,200	58,100		5,000		\$929,300
355,500	93,000				\$448,500
158,600	25,900				\$184,500
	750,000				\$750,000
\$1,434,300	\$956,000	\$0	\$5,000	\$0	\$2,395,300

Summary By Department Total FY 2017-18



Summary By Department Total FY 2018-19



City Council*General Fund/1101*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1003	Salaries, Part Time	\$44,940	\$44,900	\$49,600	\$49,600
1101	P.E.R.S. Retirement	1,675	1,800	2,100	2,200
1103	P.A.R.S. Retirement	1,348	1,300	1,500	1,500
1318	Medicare Insurance	722	700	700	700
	Subtotal	48,684	48,700	53,900	54,000
Maintenance and Operations					
2011	Training, Travel And Dues	11,268	16,500	17,300	17,300
2031	Telephone	6,479	7,900	6,800	7,100
2101	Materials And Supplies	355	1,900	1,900	1,900
2281	Printing	138	1,000	1,000	1,000
2401	Contractual Services	1,980	1,700	1,700	1,700
	Subtotal	20,220	29,000	28,700	29,000
Capital Outlay					
5408	Office Furniture and Equipment	138,645			
	Subtotal	138,645	0	0	0
	Grand Total	\$207,548	\$77,700	\$82,600	\$83,000

City Manager

General Fund/1201

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$576,316	\$599,500	\$638,800	\$659,500
1006	Salaries, Overtime			5,000	5,000
1009	Salaries, Redistributed	(65,200)	(65,200)	(90,600)	(90,600)
1038	Sick Leave Payoff	4,700	4,900	5,000	5,200
1040	Vacation Payoff	3,300	3,500	3,700	3,900
1059	Residency Incentive	11,004	15,000	15,000	15,000
1101	P.E.R.S. Retirement	105,408	119,900	132,400	147,700
1104	P.E.R.S. Unfunded Liability	49,800	42,400	35,400	26,600
1201	Workers' Compensation	3,900	3,900	4,200	4,500
1300	Employee Group Insurance	64,000	68,800	74,000	79,600
1318	Medicare Insurance	8,629	8,800	9,500	9,800
	Subtotal	761,857	801,500	832,400	866,200
<u>Maintenance and Operations</u>					
2011	Training, Travel and Dues	36,358	39,800	26,700	26,700
2024	Electricity	1,901	1,900	2,000	2,100
2027	Water	116	100	100	100
2031	Telephone	3,002	2,900	3,200	3,400
2101	Materials and Supplies	4,360	4,100	4,500	4,500
2170	General Insurance	6,900	6,900	8,100	8,700
2222	Repairs and Maint. Other		500	500	500
2281	Printing	74	400	400	400
2401	Contractual Services	6,626	9,200	11,700	11,700
	Subtotal	59,337	65,800	57,200	58,100
<u>Capital Outlay</u>					
5408	Office Furniture and Equipment	10,208			
	Subtotal	10,208	0	0	0
<u>Special Programs</u>					
8503	Document Scanning		5,000	5,000	5,000
	Subtotal	0	5,000	5,000	5,000
	Grand Total	\$831,402	\$872,300	\$894,600	\$929,300

City Manager Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
City Manager	1	1	1	\$243,300	\$264,500	\$272,400
Assistant City Manager	1	1	1	197,100	209,600	215,900
Executive Assistant	1	1	1	81,000	86,400	89,000
Sr. Administrative Analyst		1	1		78,300	82,200
Administrative Analyst	1			78,100		
TOTAL	4	4	4	\$599,500	\$638,800	\$659,500

City Clerk

General Fund/1301

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$189,400	\$198,400	\$225,400	\$235,100
1003	Salaries, Part Time	1,339		14,300	
1006	Salaries, Overtime	5,891	6,200	6,400	6,600
1038	Sick Leave Payoff	1,900	2,000	2,100	2,200
1040	Vacation Payoff	2,800	3,000	3,200	3,400
1101	Retirement	34,820	39,700	46,700	52,700
1103	P.A.R.S. Retirement	66		500	
1104	P.E.R.S. Unfunded Liability	19,700	16,800	14,000	10,500
1201	Workers' Compensation	1,500	1,500	1,600	1,700
1300	Employee Group Insurance	32,000	34,400	37,000	39,800
1318	Medicare Insurance	959	3,000	3,600	3,500
	Subtotal	290,375	305,000	354,800	355,500
Maintenance and Operations					
2011	Training, Travel and Dues	4,280	5,800	5,800	5,800
2024	Electricity	1,901	1,900	2,000	2,100
2027	Water	116	100	100	100
2031	Telephone	999	1,100	1,000	1,100
2101	Materials and Supplies	9,567	6,900	12,400	12,800
2170	General Insurance	2,600	2,600	3,000	3,200
2222	Repairs and Maint. Other	282		400	400
2281	Printing	4,189	8,000	6,000	8,000
2302	Legal Advertising	11,742	7,900	14,000	14,000
2401	Contractual Services	16,455	42,300	5,400	45,500
	Subtotal	52,131	76,600	50,100	93,000
Capital Outlay					
5408	Office Furniture and Equipment	4,748			
	Subtotal	4,748	0	0	0
	Grand Total	\$347,253	\$381,600	\$404,900	\$448,500

City Clerk Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
City Clerk	1	1	1	\$126,300	\$151,300	\$155,800
Deputy City Clerk	1	1	1	68,700	70,600	75,500
Assignment Pay				3,400	3,500	3,800
TOTAL	2	2	2	\$198,400	\$225,400	\$235,100

City Treasurer*General Fund/1401*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$89,163	\$89,900	\$95,800	\$103,000
1038	Sick Leave Payoff	800	900	900	900
1040	Vacation Payoff	5,400	5,700	6,000	6,300
1101	Retirement	17,426	18,000	19,900	23,100
1104	P.E.R.S. Unfunded Liability	8,900	7,700	6,400	4,800
1201	Workers' Compensation	600	600	600	600
1300	Employee Group Insurance	16,000	17,200	16,000	18,400
1318	Medicare Insurance	1,412	1,300	1,400	1,500
	Subtotal	139,700	141,300	147,000	158,600
<u>Maintenance and Operations</u>					
2011	Training, Travel and Dues	6,680	6,800	7,000	7,000
2024	Electricity	950	900	1,000	1,100
2027	Water	58	100	100	100
2031	Telephone	1,027	1,200	1,100	1,200
2101	Materials and Supplies	1,055	800	1,100	1,200
2170	General Insurance	1,200	1,200	1,400	1,500
2401	Contractual Services	48,614	7,400	15,700	13,800
	Subtotal	59,584	18,400	27,400	25,900
<u>Capital Outlay</u>					
5408	Office Furniture and Equipment			5,000	
	Subtotal	0	0	5,000	0
	Grand Total	\$199,284	\$159,700	\$179,400	\$184,500

City Treasurer Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
City Treasurer	0.625	0.625	0.625	\$89,900	\$95,800	\$103,000
TOTAL	0.625	0.625	0.625	\$89,900	\$95,800	\$103,000

City Attorney

General Fund/1501

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Maintenance and Operations</u>					
2401	Contractual Services	\$1,017,010	\$635,000	\$750,000	\$750,000
	Grand Total	\$1,017,010	\$635,000	\$750,000	\$750,000

Administrative Services Department

The Administrative Services Department is comprised of four divisions; Human Resources, Information Technology, Finance and Non-Departmental. This department also provides technical support to all operating departments. There are 13.6 authorized positions. A description of services provided by each division is as follows:

Human Resources - The Human Resources Division provides internal support to all operating departments and external support to all prospective candidates. The division currently has 4 positions: one (1) Human Resources/Risk Manager, two (2) Administrative Analysts and one (1) Senior Office Specialist. Responsibilities of the division include maintenance of personnel records for the City's 270 full-time and approximately 275 part-time employees. Personnel is also responsible for the recruitment, selection, hiring, and onboarding of all new employees. The division conducts recruitments for approximately 40 full-time regular positions each year, which is in addition to the recruitments conducted for the City's part-time and seasonal positions. In total, this amounts to a review of more than 4,000 applications and the processing of 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; manages employee leaves, provides guidance to staff, and coordinates employee safety and workers' compensation programs. The division also acquires and maintains insurance for the City, assists with contract reviews, and manages tort claims presented against the City. Personnel is also responsible for employee and labor relations, which includes the interpretation and implementation of the Memoranda of Understanding, Personnel Rules, and Administrative Policies. Staff support is also provided to the Personnel Board as needed.

Information Technology - This division provides information technology support for the City's internal computer network and phone system, including the operation, maintenance and repair of network hardware and client workstations. The division currently has 3 positions plus outside contractual services: one (1) Network Administrator, one (1) Sr. Information Technology Analyst and one (1) Information Systems Specialist. 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.

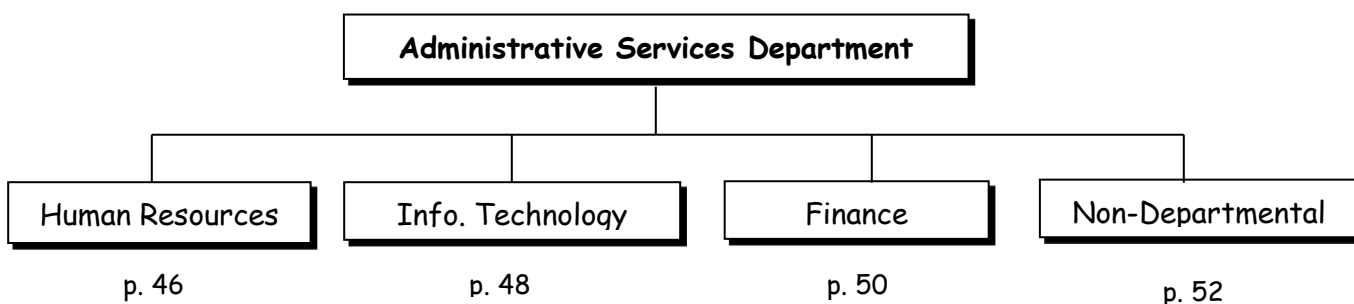
Finance - This division performs all finance, accounting, business licensing and cashiering functions for the City. Prepares and monitors the City's biannual budget, administers transient occupancy tax and business improvement district collections. Primary responsibilities include the following: daily 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 6,900 vendor checks. The division also provides accounting for over \$80 million in revenues and \$80 million in expenditures, and coordinates inventory of the City's general capital assets. 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. In addition, through a Digital Communications Coordinator the division manages and coordinates the creation and update of content for the City's website and actively maintains the City's presence on social media and other outlets to enhance digital engagement and access.

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.

Major Initiatives:

- Continue improvements through claim management and department training with a goal of reducing work related injuries and lost time.
- Continue to receive the Certificate of Achievement for Excellence in Finance Reporting (CAFR Program) from Government Finance Officers Association (GFOA)
- Continue to implement the digital document management archiving of general ledger, payroll, accounts payable, and other financial documents.
- Improve the transparency of information to City's staff and to the public through the City's web site and other social media.

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:



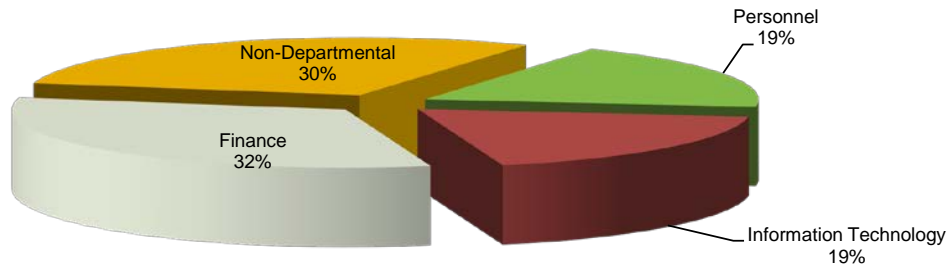
Administrative Services Department Budget Summary

*All
Divisions*

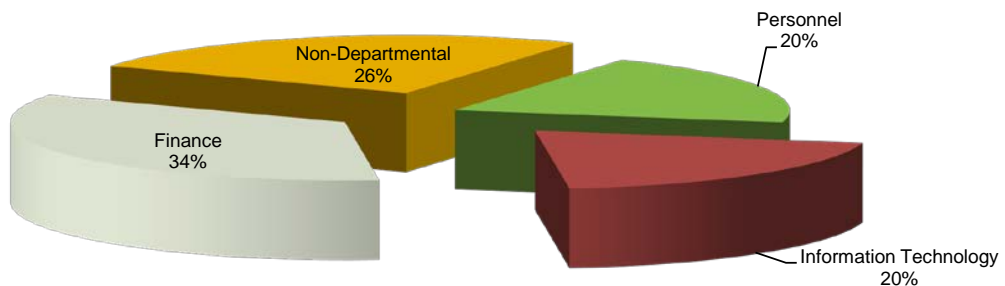
<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE FY 2017-18</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Human Resources	571,600	130,300		42,900		\$744,800
Information Technology	486,800	253,700	7,000			\$747,500
Finance	1,097,900	189,600				\$1,287,500
Non-Departmental	1,203,500	(466,700)	312,800	121,300	20,000	1,190,900
Department Total	\$3,359,800	\$106,900	\$319,800	\$164,200	\$20,000	\$3,970,700

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE FY 2018-19</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Human Resources	596,200	134,400		43,400		\$774,000
Information Technology	511,400	254,500	3,000			\$768,900
Finance	1,141,400	183,500				\$1,324,900
Non-Departmental	769,300	(467,700)	542,600	121,600	20,000	985,800
Department Total	\$3,018,300	\$104,700	\$545,600	\$165,000	\$20,000	\$3,853,600

Summary By Division FY 2017-18



Summary By Division FY 2018-19



**Administrative Services Department
Budget Detail**

**All
Divisions**

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$1,420,756	\$1,685,300	\$1,937,900	\$2,019,600
1003	Salaries, Part Time	57,339	105,000	155,000	155,000
1006	Salaries, Overtime	14,714	12,900	15,500	16,000
1009	Salaries, Redistributed	(41,200)	(41,200)	(45,100)	(45,100)
1038	Sick Leave Payoff	11,100	11,500	11,900	12,300
1040	Vacation Payoff	29,800	31,500	33,300	35,200
1101	Retirement	232,842	343,300	700,500	449,900
1103	P.A.R.S. Retirement	2,169	2,800	2,400	2,400
1104	P.E.R.S. Unfunded Liability	363,450	318,300	259,200	62,900
1201	Workers' Compensation	8,500	8,500	9,000	9,700
1300	Employee Group Insurance	193,600	208,100	251,600	270,600
1318	Medicare Insurance	18,014	25,100	28,600	29,800
	Subtotal	2,311,084	2,711,100	3,359,800	3,018,300
Maintenance and Operations					
2011	Training, Travel and Dues	13,105	20,200	52,300	52,700
2024	Electricity	15,398	15,900	16,200	17,100
2027	Water	938	1,000	1,000	1,000
2031	Telephone	4,802	5,700	5,800	6,000
2101	Materials and Supplies	45,063	49,500	58,600	57,700
2150	Rents and Leases	100,920	59,100	68,400	68,400
2170	General Insurance	15,300	15,300	18,000	19,400
2222	Repairs and Maint. Other	21,999	35,600	35,700	35,700
2281	Printing	8,338	11,500	12,100	12,100
2302	Legal Advertising	14,228	10,000	12,000	13,000
2401	Contractual Services	284,543	368,400	400,200	395,000
2432	Postage	50,004	48,600	48,600	48,600
2804	Costs Redistributed	(559,700)	(559,700)	(652,000)	(652,000)
2940	Cross Cultural Task Force	15,000	15,000	30,000	30,000
	Subtotal	29,939	96,100	106,900	104,700
Capital Outlay					
5408	Office Furniture & Equipment	27,428	722,600	319,800	545,600
5622	Other Equipment	147,063			
	Subtotal	174,492	722,600	319,800	545,600
Special Programs					
	Special Programs	176,764	207,300	164,200	165,000
	Open Space Acquisition	7,344	20,000	20,000	20,000
	Subtotal	184,108	227,300	184,200	185,000
	Grand Total	\$2,699,622	\$3,757,100	\$3,970,700	\$3,853,600

Administrative Services Department
Position Summary

***All
Divisions***

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Director of Administrative Services		1	1		\$209,600	\$215,900
Director of Finance & IT	1			\$179,000		
Finance Officer	1	1	1	154,600	164,800	169,800
Human Resources/Risk Manager	1	1	1	154,600	164,800	169,800
Accountant	1	1	1	85,000	90,600	93,400
Accounting Technician	1.6	1.6	1.6	120,600	128,500	132,400
Computer Network Administrator	1	1	1	116,900	124,700	128,400
Information System Specialist	1	1	1	102,800	109,600	112,900
Sr. Information Technology Analyst		1	1		93,500	101,100
Administrative Analyst		2	2		160,700	165,500
Sr. Office Specialist	2.5	3	3	136,700	167,900	181,100
Sr. Personnel Specialist	1			75,300		
Sr. Administrative Analyst	1			85,000		
Bilingual Pay					900	900
Non-Departmental				474,800	522,300	548,400
TOTAL	12.1	13.6	13.6	\$1,685,300	\$1,937,900	\$2,019,600

Human Resources DivisionAdministrative Services
General Fund/1601

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$327,284	\$345,400	\$378,400	\$392,600
1003	Salaries, Part Time	1,760	10,000		
1006	Salaries, Overtime	1,969	600	2,700	2,800
1038	Sick Leave Payoff	3,000	3,100	3,200	3,300
1040	Vacation Payoff	4,100	4,400	4,700	5,000
1101	Retirement	52,601	69,100	78,400	87,900
1103	P.A.R.S. Retirement	66	400		
1104	P.E.R.S. Unfunded Liability	31,300	26,700	22,300	16,700
1201	Workers' Compensation	2,300	2,300	2,400	2,600
1300	Employee Group Insurance	56,000	60,200	74,000	79,600
1318	Medicare Insurance	4,810	5,200	5,500	5,700
	Subtotal	485,190	527,400	571,600	596,200
Maintenance and Operations					
2011	Training, Travel and Dues	4,200	6,400	10,500	10,900
2024	Electricity	2,851	2,800	3,000	3,200
2027	Water	174	200	200	200
2031	Telephone	804	1,100	800	800
2101	Materials and Supplies	15,901	12,700	15,100	15,200
2170	General Insurance	4,200	4,200	4,900	5,300
2222	Repairs and Maint. Other		400	500	500
2281	Printing	267	1,500	1,600	1,600
2302	Legal Advertising	14,228	10,000	12,000	13,000
2401	Contractual Services	56,085	81,200	81,700	83,700
	Subtotal	98,711	120,500	130,300	134,400
Capital Outlay					
5408	Office Furniture & Equipment	5,452			
	Subtotal	5,452	0	0	0
Special Programs					
8000	DMV Requirements	2,260	7,400	7,400	7,400
8031	Educational Reimbursement	15,446	20,000	20,000	20,000
8039	Employee Training	8,376	15,000	15,500	16,000
	Subtotal	26,082	42,400	42,900	43,400
	Grand Total	\$615,436	\$690,300	\$744,800	\$774,000

Human Resources Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Human Resources/Risk Manager	1	1	1	\$154,600	\$164,800	\$169,800
Administrative Analyst		2	2		160,700	165,500
Sr. Office Specialist	0.5	1	1	30,500	52,900	57,300
Sr. Personnel Specialist	1			75,300		
Sr. Administrative Analyst	1			85,000		
TOTAL	3.5	4	4	\$345,400	\$378,400	\$392,600

Information Technology Services

Administrative Services

General Fund/1603

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$224,672	\$219,700	\$327,800	\$342,400
1006	Salaries, Overtime	5,913	8,700	9,000	9,300
1038	New Sick Leave Payoff	2,000	2,100	2,200	2,300
1040	Vacation Payoff	2,100	2,300	2,500	2,700
1101	Retirement	42,403	43,900	68,000	76,700
1104	P.E.R.S. Unfunded Liability	21,400	18,200	15,200	11,400
1201	Workers' Compensation	1,600	1,600	1,700	1,800
1300	Employee Group Insurance	32,000	34,400	55,500	59,700
1318	Medicare Insurance	3,430	3,300	4,900	5,100
	Subtotal	335,518	334,200	486,800	511,400
Maintenance and Operations					
2011	Training, Travel and Dues	900	3,200	3,200	3,200
2024	Electricity	9,695	10,300	10,200	10,700
2027	Water	591	600	600	600
2031	Telephone	1,666	2,000	2,500	2,600
2101	Materials and Supplies	15,463	12,000	12,000	12,000
2150	Rents and Leases	100,078	58,200	67,400	67,400
2170	General Insurance	2,900	2,900	3,400	3,600
2222	Repairs and Maint. Other	19,555	32,000	32,000	32,000
2401	Contractual Services	94,428	113,000	122,400	122,400
	Subtotal	245,276	234,200	253,700	254,500
Capital Outlay					
5408	Office Furniture & Equipment	3,705		7,000	3,000
5622	Other Equipment	127,510			
	Subtotal	131,215	0	7,000	3,000
	Grand Total	\$712,009	\$568,400	\$747,500	\$768,900

Information Technology Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Computer Network Administrator	1	1	1	\$116,900	\$124,700	\$128,400
Information System Specialist	1	1	1	102,800	109,600	112,900
Sr. Information Technology Analyst		1	1		93,500	101,100
TOTAL	2	3	3	\$219,700	\$327,800	\$342,400

Finance Division

*Administrative Services
General Fund/1701*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$670,421	\$645,400	\$709,400	\$736,200
1003	Salaries, Part Time	55,580	65,000	65,000	65,000
1006	Salaries, Overtime	6,831	3,600	3,800	3,900
1009	Salaries, Redistributed	(41,200)	(41,200)	(45,100)	(45,100)
1038	Sick Leave Payoff	6,100	6,300	6,500	6,700
1040	Vacation Payoff	23,600	24,800	26,100	27,500
1101	Retirement	122,958	128,300	145,800	162,400
1103	P.A.R.S. Retirement	2,103	2,400	2,400	2,400
1104	P.E.R.S. Unfunded Liability	65,300	55,600	46,400	34,800
1201	Workers' Compensation	4,600	4,600	4,900	5,300
1300	Employee Group Insurance	105,600	113,500	122,100	131,300
1318	Medicare Insurance	9,775	9,700	10,600	11,000
	Subtotal	1,031,667	1,018,000	1,097,900	1,141,400
Maintenance and Operations					
2011	Training, Travel and Dues	8,004	10,600	12,600	12,600
2024	Electricity	2,851	2,800	3,000	3,200
2027	Water	174	200	200	200
2031	Telephone	2,331	2,600	2,500	2,600
2101	Materials and Supplies	7,136	6,600	10,800	10,800
2150	Rents and Leases	842	900	1,000	1,000
2170	General Insurance	8,200	8,200	9,700	10,500
2222	Repairs and Maint. Other	2,444	3,200	3,200	3,200
2281	Printing	8,072	10,000	10,500	10,500
2401	Contractual Services	102,491	114,200	136,100	128,900
	Subtotal	142,546	159,300	189,600	183,500
Capital Outlay					
5305	Improvements Other Than Bldg.	2,856			
5408	Office Furniture & Equipment	18,271			
5622	Other Equipment	19,553			
	Subtotal	40,680	0	0	0
	Grand Total	\$1,214,893	\$1,177,300	\$1,287,500	\$1,324,900

Finance Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Director of Administrative Services		1	1		\$209,600	\$215,900
Director of Finance & IT	1			\$179,000		
Finance Officer	1	1	1	154,600	164,800	169,800
Accountant	1	1	1	85,000	90,600	93,400
Accounting Technician	1.6	1.6	1.6	120,600	128,500	132,400
Senior Office Specialist	2	2	2	106,200	115,000	123,800
Bilingual Pay					900	900
TOTAL	6.6	6.6	6.6	\$645,400	\$709,400	\$736,200

Non-Departmental DivisionAdministrative Services
General Fund/1781

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$198,379	\$474,800	\$522,300	\$548,400
1003	Salaries, Part Time		30,000	90,000	90,000
1101	Retirement	14,880	102,000	408,300	122,900
1104	P.E.R.S. Unfunded Liability	245,450	217,800	175,300	
1318	Medicare Insurance		6,900	7,600	8,000
	Subtotal	458,709	831,500	1,203,500	769,300
Maintenance and Operations					
2011	Training, Travel and Dues			26,000	26,000
2101	Materials and Supplies	6,564	18,200	20,700	19,700
2401	Contractual Services	31,539	60,000	60,000	60,000
2432	Postage	50,004	48,600	48,600	48,600
2804	Costs Redistributed	(559,700)	(559,700)	(652,000)	(652,000)
2940	Cross Cultural Task Force	15,000	15,000	30,000	30,000
	Subtotal	(456,593)	(417,900)	(466,700)	(467,700)
Capital Outlay					
5408	Office Furniture & Equipment		719,000	312,800	542,600
	Subtotal	0	719,000	312,800	542,600
Special Programs					
8125	Grant Seeking Specialist	60,000	60,000	60,000	60,000
8142	479 Ocean Avenue	11,223	14,400		
8161	Laguna Museum	158,678			
8204	LAFCO Funding	3,130	5,000	5,000	5,000
8325	Crossing Guard	6,205	6,000	6,300	6,600
8415	Strategic Planning	7,900		10,000	10,000
8610	Employee Picnic	3,391	4,500	5,000	5,000
8611	PT Employees Healthy Family Program		45,000	10,000	10,000
8612	LB Seniors Financial Assistance	120,600			
8616	Employee Housing Agreement	26,026			
8621	Holiday Lighting	15,000	15,000		
8709	Community Survey	47,224			
8735	FT School Resource Officer			25,000	25,000
8810	Customer Service Enhancement		15,000		
	Subtotal	459,376	164,900	121,300	121,600
Capital Improvements					
9374	Open Space Acquisition*		20,000	20,000	20,000
	Subtotal	0	20,000	20,000	20,000
	Grand Total	\$461,492	\$1,317,500	\$1,190,900	\$985,800

* Funded from Open Space Fund.

Police Department

The Police Department's budget is organized into five activities within three divisions and provides general law enforcement services, including animal control. There are 97 full-time positions, which is the highest level of staffing in the Police Department's history. 52 of these positions are sworn personnel. The department also utilizes 5 reserve officers, 25 community volunteers, 6 police explorers, and 25 seasonal positions during the summer months.

The following is a description of the services provided by each division:

Support and Investigative Services:

Support Services- This unit 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 eleven full-time dispatchers. These highly trained personnel process emergency and non-emergency police activities, which totaled nearly 50,000 in 2016. The records section is staffed by four specialists who are assisted by the department's Citizen's on Patrol (volunteer) 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 processing of citations. The division also handles fleet maintenance for 35 vehicles, completes the departmental payroll and co-manages the parking enforcement program.

Investigative Services - This section is responsible for the 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 yards, etc.). Staffing consists of eight 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 Youth Diversion Program provides an 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.

Field Services:

This division consists primarily of uniformed field personnel responsible for enforcement of municipal, state and federal laws. The Patrol Section, with its thirty-nine field officers and four full-time beach patrol 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 two motorcycle officers, support 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 two lieutenants serve as shift commanders.

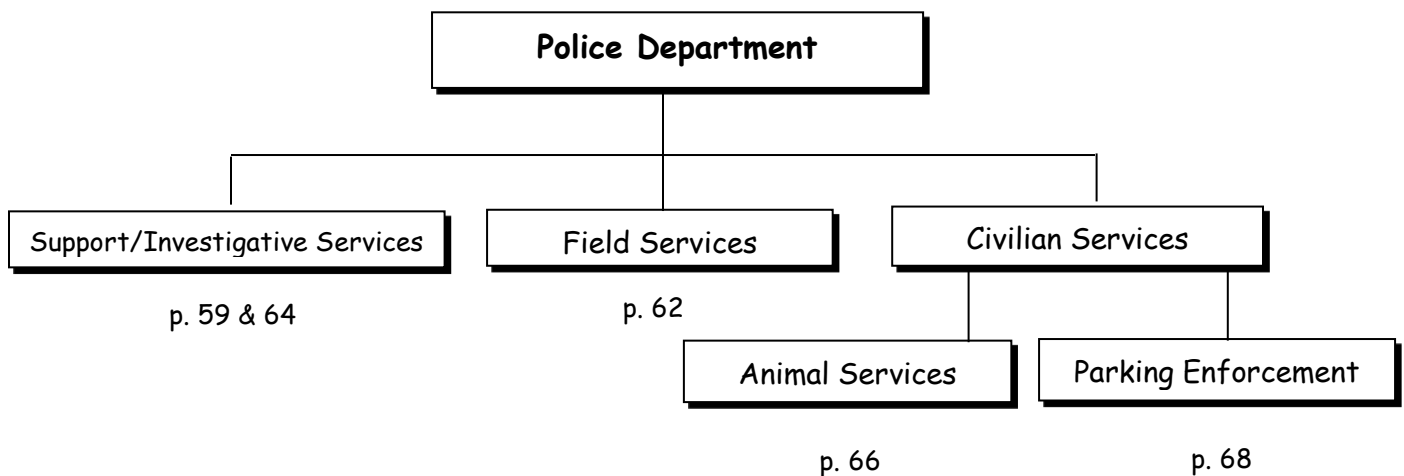
Civilian Services:

Animal Services Section - Under the supervision of the civilian administrator and with three full time personnel and approximately 40 volunteers, the Animal Shelter cares for more than 300 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 license more than 4,000 animals each year, oversee the City's dog park, and assist 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 several thousand parking citations per year and collecting the associated fines. The officers enforce all parking regulations, remove traffic hazards, monitor abandoned vehicles and conduct traffic direction. All parking personnel are equipped and trained to provide immediate field support during major incidents, disasters and traffic/crowd control situations.

Measure LL - In November 2016, nearly 80% of Laguna Beach voters authorized a 2% increase in the transient occupancy tax to fund services provided to the community from the impacts associated with an estimated 6 million annual visitors. The intended use of the funding is to protect beaches from pollution while providing fire, police and emergency response services. The Police Department has used its portion of the funding to hire two full-time Beach Patrol Officers and add a second Community Outreach Officer.

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:



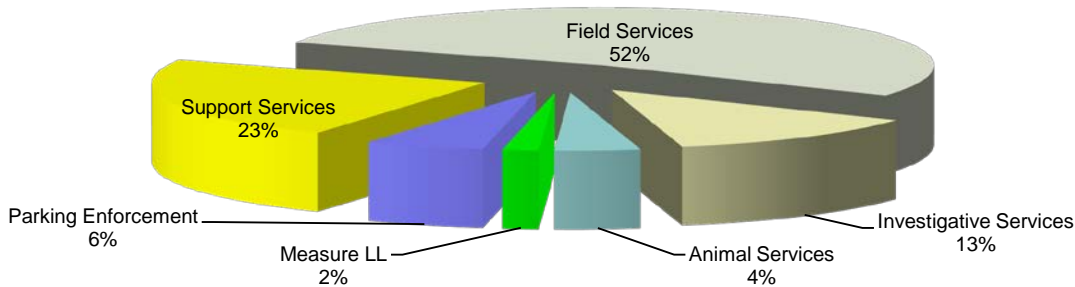
Police Department Budget Summary

*All
Divisions*

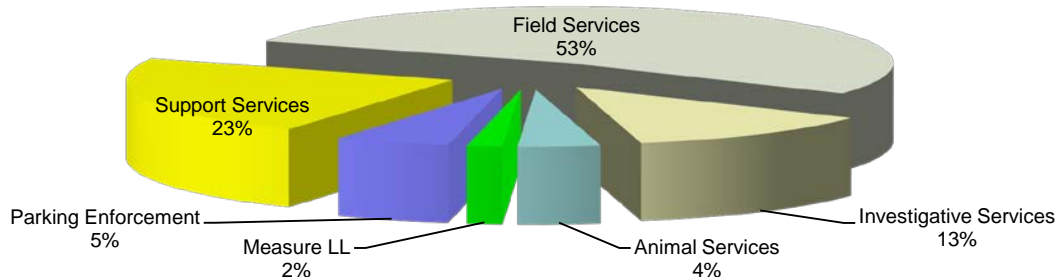
<u>Division</u>	MAJOR CATEGORY OF EXPENDITURE FY 2017-18					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Support Services	\$3,381,500	\$759,500	\$148,600	\$2,700		\$4,292,300
Field Services	9,102,600	600,000		18,000		\$9,720,600
Investigative Services	2,158,000	197,900		36,000		\$2,391,900
Animal Services	662,500	103,100		5,000		\$770,600
Measure LL	321,700	4,000				\$325,700
Parking Enforcement	895,600	184,500				\$1,080,100
Department Total	\$16,521,900	\$1,849,000	\$148,600	\$61,700	\$0	\$18,581,200

<u>Division</u>	MAJOR CATEGORY OF EXPENDITURE FY 2018-19					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Support Services	\$3,534,000	\$771,300	\$184,900	\$2,700		\$4,492,900
Field Services	9,736,800	610,400		18,000		\$10,365,200
Investigative Services	2,258,400	202,800		36,000		\$2,497,200
Animal Services	690,500	104,900		5,000		\$800,400
Measure LL	339,100	4,200				\$343,300
Parking Enforcement	931,000	185,500				\$1,116,500
Department Total	\$17,489,800	\$1,879,100	\$184,900	\$61,700	\$0	\$19,615,500

Summary By Division FY 2017-18



Summary By Division FY 2018-19



**Police Department
Budget Detail**

**All
Divisions**

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$7,384,881	\$7,851,700	\$9,064,300	\$9,633,900
1003	Salaries, Part Time	356,710	277,300	401,500	401,500
1006	Salaries, Overtime	958,244	487,000	559,200	564,400
1038	Sick Leave Payoff	71,800	74,300	87,100	89,600
1040	Vacation Payoff	160,600	168,800	188,500	198,100
1042	Comp Time Payoffs	20,900	20,900	20,900	20,900
1053	Holiday Allowance	178,599	131,300	131,300	132,500
1101	Retirement	1,859,473	2,189,700	2,462,700	2,803,300
1102	PERS-Side Fund	477,700	477,700	477,700	477,700
1103	P.A.R.S. Retirement	14,663	10,400	15,000	15,000
1104	P.E.R.S. Unfunded Liability	456,212	799,600	687,400	521,300
1201	Workers' Compensation	466,400	466,400	506,800	549,600
1300	Employee Group Insurance	1,392,000	1,496,400	1,776,000	1,930,300
1318	Medicare Insurance	125,128	123,300	143,500	151,700
	Subtotal	13,923,310	14,574,800	16,521,900	17,489,800
<u>Maintenance and Operations</u>					
2001	Uniforms and Laundry	106,253	56,300	74,300	69,300
2011	Training, Travel and Dues	21,462	22,400	24,000	24,000
2021	Natural Gas	1,806	2,700	2,100	2,200
2024	Electricity	32,030	35,000	33,600	35,300
2027	Water	4,157	4,500	4,300	4,500
2031	Telephone	106,383	94,600	116,700	122,200
2051	Gas and Lubrications	85,313	118,900	104,500	114,600
2101	Materials and Supplies	137,350	117,600	125,100	125,400
2150	Rents and Leases	272,074	307,300	325,300	325,300
2170	General Insurance	165,600	165,600	199,500	216,100
2201	Repairs and Maint. Auto.	60,185	93,800	96,600	96,600
2222	Repairs and Maint. Other	87,052	85,500	105,700	106,300
2281	Printing	27,400	26,600	26,800	26,800
2401	Contractual Services	565,115	552,200	610,500	610,500
	Subtotal	1,672,179	1,683,000	1,849,000	1,879,100

Police Department
Budget Detail (Con't)

All
Divisions

Account	Actual	Adopted	Adopted	Adopted
No. Account Title	Expenditures	Budget	Budget	Budget
	2015-16	2016-17	2017-18	2018-19
<u>Capital Outlay</u>				
5408	Office Furniture & Equipment	21,948	25,200	70,000
5622	Other Equipment	436,928	50,000	184,900
	Subtotal	458,876	75,200	148,600
<u>Special Programs</u>				
	Special Programs	1,383,715	66,500	61,700
	Subtotal	1,383,715	66,500	61,700
	Grand Total	\$17,438,080	\$16,399,500	\$18,581,200
		\$19,615,500		

**Police Department
Position Summary**

**All
Divisions**

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Police Chief	1	1	1	\$196,600	\$209,600	\$215,900
Police Captain	2	2	2	309,200	340,200	348,800
Police Lieutenant	2	2	2	283,800	302,400	320,000
Police Sergeant	7	8	8	842,100	1,022,800	1,066,900
Police Corporal	13	13	13	1,385,600	1,450,100	1,521,700
Police Officer	24	25	25	2,130,400	2,284,300	2,431,500
Beach Patrol Officer		2	2		104,800	108,000
Dispatcher/EM Coordinator	1			92,600		
Dispatcher	6	8	8	439,800	587,600	622,100
Senior Dispatcher	3	3	3	254,400	267,900	276,000
Records Specialist	6	5	5	306,100	269,100	282,900
Records Specialist/Jail Superv		1	1		71,000	73,100
Support Services Supervisor	1	1	1	119,100	125,200	128,900
Police Civilian Supervisor	1	1	1	116,300	151,300	155,800
Emergency Operations Coordinator	1	1	1	100,300	107,000	110,200
Police Fleet Coordinator	1	1	1	74,500	78,300	80,600
Administrative Assistant	1	1	1	68,700	73,300	75,500
Admin. Office Specialist		1	1		64,400	66,300
Comm. Serv. Officer II		2	2		146,500	150,900
Comm. Serv. Officer I	2			130,100		
Comm. Serv. Officer	1	1	1	65,000	68,300	70,400
Sr. Office Specialist	2	1	1	112,800	60,100	61,900
Kennel Manager	1	1	1	65,000	68,300	70,400
Animal Serv. Officer	3	3	3	189,100	198,800	207,900
Kennel Aide	2	2	2	112,800	118,500	122,000
Parking Control Officer	5	4	4	302,000	253,800	261,400
Sr. Parking Control Officer		1	1		72,200	74,400
Computer Operator	1	1	1	65,000	68,300	70,400
Jailers*		2	2		81,800	80,100
Assignment Pay				14,900	13,400	14,000
Bilingual Pay				8,100	8,100	8,100
Education Incentive				55,400	119,700	126,300
POST Certification					69,700	212,500
Uniform Pay				12,000	12,000	12,000
<i>Subtotal</i>	87	94	94	7,851,700	8,868,800	9,426,900
<u>Measure LL</u>						
Community Outreach Officer		1	1		86,400	94,300
Beach Patrol Officer		2	2		104,800	108,000
POST Certification					4,300	4,700
<i>Subtotal</i>		3	3		195,500	207,000
TOTAL	87	97	97	\$7,851,700	\$9,064,300	\$9,633,900

Note:
*Partially funded by Measure LL Fund

Support Services Division*Police Department
General Fund/2101*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$1,834,177	\$1,940,400	\$2,131,500	\$2,217,200
1003	Salaries, Part Time		36,500	55,000	55,000
1006	Salaries, Overtime	116,003	57,100	65,000	65,000
1009	Salaries, Redistributed	(118,800)	(118,800)	(154,100)	(154,100)
1038	Sick Leave Payoff	17,000	17,600	18,100	18,600
1040	Vacation Payoff	31,500	33,100	34,800	36,600
1042	Comp Time Payoffs	3,500	3,500	3,500	3,500
1053	Holiday Allowance	30,585	28,700	28,700	28,700
1101	Retirement	377,402	441,000	502,700	570,400
1102	PERS-Side Fund	33,400	33,400	33,400	33,400
1103	P.A.R.S. Retirement		1,400	2,100	2,100
1104	P.E.R.S. Unfunded Liability	251,900	192,600	159,900	119,900
1201	Workers' Compensation	22,100	22,100	23,800	25,800
1300	Employee Group Insurance	368,000	395,600	444,000	477,600
1318	Medicare Insurance	28,728	29,900	33,100	34,300
	Subtotal	2,995,494	3,114,100	3,381,500	3,534,000
Maintenance and Operations					
2001	Uniforms and Laundry	5,858	6,000	8,000	8,000
2011	Training, Travel and Dues	13,704	9,800	10,500	10,500
2024	Electricity	27,226	29,900	28,600	30,000
2027	Water	1,644	1,800	1,700	1,800
2031	Telephone	91,487	76,900	101,100	105,900
2051	Gas and Lubrications	1,301	7,400	6,700	7,200
2101	Materials and Supplies	45,615	42,400	44,600	44,800
2150	Rents and Leases	24,369	30,200	18,800	18,800
2170	General Insurance	42,500	42,500	50,500	54,700
2201	Repairs and Maint. Automotive		5,500	5,700	5,700
2222	Repairs and Maint. Other	69,893	65,000	84,400	85,000
2281	Printing	3,210	8,000	8,200	8,200
2401	Contractual Services	317,262	338,400	390,700	390,700
	Subtotal	644,068	663,800	759,500	771,300

Support Services Division (con't)*Police Department
General Fund/2101*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Capital Outlay					
5408	Office Furniture & Equipment	21,948	25,200	70,000	
5622	Other Equipment	432,704		78,600	184,900
	Subtotal	454,652	25,200	148,600	184,900
Special Programs					
8061	O.C. Human Relations Comm.	2,648	2,500	2,700	2,700
8063	800 MHz Countywide System	1,168,347			
	Subtotal	1,170,995	2,500	2,700	2,700
	Grand Total	\$5,265,209	3,805,600	\$4,292,300	\$4,492,900

Support Services Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Police Chief	1	1	1	\$196,600	\$209,600	\$215,900
Police Captain	1	1	1	154,600	170,100	174,400
Support Services Supervisor	1	1	1	119,100	125,200	128,900
Police Civilian Administrator	1	1	1	116,300	151,300	155,800
Emergency Operations Coordinator	1	1	1	100,300	107,000	110,200
Dispatcher	6	8	8	439,800	587,600	622,100
Sr. Dispatcher	3	3	3	254,400	267,900	276,000
Records Specialist	5	4	4	249,700	209,900	221,900
Records Specialist/Jail Superv		1	1		71,000	73,100
Administrative Assistant	1	1	1	68,700	73,300	75,500
Admin. Office Specialist		1	1		64,400	66,300
Police Fleet Coordinator	1	1	1	74,500	78,300	80,600
Dispatcher/EM Coordinator	1			92,600		
Sr. Office Specialist	1			56,400		
Bilingual Pay				5,400	5,400	5,400
Assignment Pay				12,000	10,500	11,100
TOTAL	23	24	24	\$1,940,400	\$2,131,500	\$2,217,200

Field Services Division*Police Department
General Fund/2102*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$3,693,837	\$3,939,300	\$4,740,100	\$5,112,800
1003	Salaries, Part Time	276,448	211,300	290,000	290,000
1006	Salaries, Overtime	774,315	342,900	400,000	400,000
1009	Salaries, Redistributed			(39,400)	(39,400)
1038	Sick Leave Payoff	35,900	37,000	47,700	49,100
1040	Vacation Payoff	100,000	105,000	120,100	126,200
1042	Comp Time Payoffs	14,500	14,500	14,500	14,500
1053	Holiday Allowance	108,942	68,000	68,000	68,000
1101	Retirement	1,025,455	1,221,900	1,386,200	1,607,500
1102	PERS-Side Fund	353,500	353,500	353,500	353,500
1103	P.A.R.S. Retirement	11,125	7,900	10,900	10,900
1104	P.E.R.S. Unfunded Liability	592,066	444,400	369,200	276,900
1201	Workers' Compensation	416,300	416,300	449,900	488,100
1300	Employee Group Insurance	608,000	653,600	814,000	895,500
1318	Medicare Insurance	68,720	64,400	77,900	83,200
	Subtotal	8,079,108	7,880,000	9,102,600	9,736,800
Maintenance and Operations					
2001	Uniforms and Laundry	90,011	42,000	56,000	51,000
2011	Training, Travel and Dues	6,178	7,100	7,400	7,400
2031	Telephone	8,141	6,400	8,500	8,900
2051	Gas and Lubrications	67,647	88,000	77,000	84,500
2101	Materials and Supplies	36,128	24,600	27,600	27,600
2150	Rents and Leases	189,438	210,900	231,400	231,400
2170	General Insurance	75,100	75,100	89,200	96,700
2201	Repairs and Maint. Auto.	54,877	69,000	71,000	71,000
2222	Repairs and Maint. Other	7,830	5,000	5,200	5,200
2281	Printing	9,566	4,000	4,000	4,000
2401	Contractual Services	15,202	21,700	22,700	22,700
	Subtotal	560,118	553,800	600,000	610,400
Capital Outlay					
5622	Other Equipment	1,538			
	Subtotal	1,538	0	0	0
Special Programs					
8100	K-9 Program	10,490	20,000	8,000	8,000
8162	Emergency Management	6,011			
8245	CERT Program	3,861	5,000	10,000	10,000
8422	Traffic Safety Grant-DUI1	106,149			
	Subtotal	126,511	25,000	18,000	18,000
	Grand Total	\$8,767,276	\$8,458,800	\$9,720,600	\$10,365,200

Field Services Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Police Captain	1	1	1	\$154,600	\$170,100	\$174,300
Police Lieutenant	2	2	2	283,800	302,300	320,000
Police Sergeant	5	7	7	601,500	894,600	933,500
Police Corporal	11	11	11	1,174,000	1,224,600	1,287,200
Police Officer	19	20	20	1,667,000	1,798,500	1,921,700
Beach Patrol Officer		2	2		104,800	108,000
Jailers*		2	2		81,800	80,100
Education Incentive				55,400	100,500	106,300
Bilingual Pay				1,800	1,800	1,800
Uniform Pay				1,200	1,200	1,200
POST Certification					59,900	178,700
TOTAL	38	45	45	\$3,939,300	\$4,740,100	\$5,112,800

Note:

**Partially funded by Measure LL Fund*

Measure LL Field Services Division

*Police Department
Measure LL Fund/2102*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time			\$195,500	\$207,000
1009	Salaries, Redistributed			39,400	39,400
1038	Sick Leave Payoff			1,000	1,000
1040	Vacation Payoff			1,100	1,000
1101	Retirement	<i>Numbers not available, new Fund.</i>		23,400	24,800
1201	Workers' Compensation			3,000	3,200
1300	Employee Group Insurance			55,500	59,700
1318	Medicare Insurance			2,800	3,000
	Subtotal	0	0	321,700	339,100
Maintenance and Operations					
2001	Uniforms and Laundry			1,000	1,000
2170	General Insurance			3,000	3,200
	Subtotal	0	0	4,000	4,200
	Grand Total	\$0	\$0	\$325,700	\$343,300

Measure LL Field Services Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Beach Patrol Officer		2	2		\$104,800	\$108,000
Community Outreach Officer		1	1		86,400	94,300
POST Certification					4,300	4,700
TOTAL		3	3		\$195,500	\$207,000

Investigative Services Division

*Police Department
General Fund/2104*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$1,072,843	\$1,177,900	\$1,154,300	\$1,225,600
1003	Salaries, Part Time	37,444		25,000	25,000
1006	Salaries, Overtime*	60,275	81,300	86,200	91,400
1038	Sick Leave Payoff	11,300	11,700	12,100	12,500
1040	Vacation Payoff	19,200	20,200	21,300	22,400
1042	Comp Time Payoffs	2,900	2,900	2,900	2,900
1053	Holiday Allowance	23,596	20,900	20,900	21,700
1101	Retirement	296,127	368,300	372,300	401,600
1102	PERS-Side Fund	90,800	90,800	90,800	90,800
1103	P.A.R.S. Retirement	1,932		900	900
1104	P.E.R.S. Unfunded Liability	167,912	131,600	109,400	82,000
1201	Workers' Compensation	19,700	19,700	21,200	23,000
1300	Employee Group Insurance	208,000	223,600	222,000	238,800
1318	Medicare Insurance	17,319	18,600	18,700	19,800
	Subtotal	2,029,348	2,167,500	2,158,000	2,258,400
Maintenance and Operations					
2001	Uniforms and Laundry	6,708	4,500	5,000	5,000
2011	Training, Travel and Dues	1,061	5,000	5,500	5,500
2031	Telephone	5,414	5,300	5,700	6,000
2051	Gas and Lubrications	7,431	10,300	9,100	10,000
2101	Materials and Supplies	20,535	17,600	18,600	18,700
2150	Rents and Leases	25,667	33,600	32,900	32,900
2170	General Insurance	36,000	36,000	42,700	46,300
2201	Repairs and Maint. Auto.	1,674	8,500	8,800	8,800
2222	Repairs and Maint. Other	2,828	3,500	3,600	3,600
2281	Printing	2,061	2,000	2,000	2,000
2401	Contractual Services	82,923	60,000	64,000	64,000
	Subtotal	192,300	186,300	197,900	202,800
Special Programs					
8118	P.O.S.T. Reimb. Training	48,521	34,000	36,000	36,000
8244	D.A.R.E. Program	424			
	Subtotal	48,945	34,000	36,000	36,000
	Grand Total	\$2,270,593	\$2,387,800	\$2,391,900	\$2,497,200

* 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	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Police Sergeant	2	1	1	\$240,600	\$128,200	\$133,400
Police Corporal	2	2	2	211,600	225,500	234,500
Police Officer	5	5	5	463,400	485,800	509,700
Comm. Serv. Officer II		2	2		146,500	150,900
Comm. Serv. Officer I	2			130,100		
Comm. Serv. Officer	1	1	1	65,000	68,300	70,400
Sr. Office Specialist	1	1	1	56,400	60,100	61,900
Uniform Pay				10,800	10,800	10,800
Education Incentive					19,200	20,000
POST Certification					9,900	34,000
TOTAL	13	12	12	\$1,177,900	\$1,154,300	\$1,225,600

Animal Services Division*Police Department
General Fund/2201*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$350,884	\$366,900	\$385,600	\$400,300
1003	Salaries, Part Time	33,632	21,500	23,500	23,500
1006	Salaries, Overtime	3,501	2,300	3,000	3,000
1038	Sick Leave Payoff	3,600	3,800	3,900	4,000
1040	Vacation Payoff	5,800	6,100	6,500	6,900
1053	Holiday Allowance	9,514	10,500	10,500	10,800
1101	Retirement	71,975	73,000	82,400	92,400
1103	P.A.R.S. Retirement	1,261	800	800	800
1104	P.E.R.S. Unfunded Liability	36,400	31,000	25,900	19,500
1201	Workers' Compensation	4,000	4,000	4,300	4,600
1300	Employee Group Insurance	96,000	103,200	111,000	119,400
1318	Medicare Insurance	4,738	4,900	5,100	5,300
	Subtotal	621,305	628,000	662,500	690,500
Maintenance and Operations					
2001	Uniforms and Laundry	1,633	1,800	2,000	2,000
2011	Training, Travel and Dues	315	300	400	400
2021	Natural Gas	1,806	2,700	2,100	2,200
2024	Electricity	4,804	5,100	5,000	5,300
2027	Water	2,513	2,700	2,600	2,700
2031	Telephone	478	2,100	500	500
2051	Gas and Lubrications	6,017	8,000	7,000	7,800
2101	Materials and Supplies	30,857	27,000	27,800	27,800
2150	Rents and Leases	11,100	11,100	20,700	20,700
2170	General Insurance	5,100	5,100	6,000	6,500
2201	Repairs and Maint. Auto.	1,017	4,800	4,800	4,800
2222	Repairs and Maint. Other	3,528	5,000	5,500	5,500
2281	Printing	1,893	2,600	2,600	2,600
2401	Contractual Services	37,813	15,100	16,100	16,100
	Subtotal	108,874	93,400	103,100	104,900
Special Programs					
8185	Estate Donation Expenditures	38,202			
8243	Animal Shelter Donations	5,073	5,000	5,000	5,000
	Subtotal	43,274	5,000	5,000	5,000
	Grand Total	\$773,453	\$726,400	\$770,600	\$800,400

Animal Services Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Kennel Manager	1	1	1	\$65,000	\$68,300	\$70,400
Animal Serv. Officer	3	3	3	189,100	198,800	207,900
Kennel Aide	2	2	2	112,800	118,500	122,000
TOTAL	6	6	6	\$366,900	\$385,600	\$400,300

Parking Enforcement Division

*Police Department
Parking Fund/2301*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$433,139	\$427,200	\$457,300	\$471,000
1003	Salaries, Part Time	9,187	8,000	8,000	8,000
1006	Salaries, Overtime	4,150	3,400	5,000	5,000
1009	Salaries, Redistributed	118,800	118,800	154,100	154,100
1038	Sick Leave Payoff	4,000	4,200	4,300	4,400
1040	Vacation Payoff	4,100	4,400	4,700	5,000
1053	Holiday Allowance	5,963	3,200	3,200	3,300
1101	Retirement	88,514	85,500	95,700	106,600
1103	P.A.R.S. Retirement	345	300	300	300
1104	P.E.R.S. Unfunded Liability			23,000	23,000
1201	Workers' Compensation	4,300	4,300	4,600	4,900
1300	Employee Group Insurance	112,000	120,400	129,500	139,300
1318	Medicare Insurance	5,623	5,500	5,900	6,100
	Subtotal	790,121	785,200	895,600	931,000
<u>Maintenance and Operations</u>					
2001	Uniforms and Laundry	2,044	2,000	2,300	2,300
2011	Training, Travel and Dues	205	200	200	200
2031	Telephone	863	3,900	900	900
2051	Gas and Lubrications	2,916	5,200	4,700	5,100
2101	Materials and Supplies	4,215	6,000	6,500	6,500
2150	Rents and Leases	21,500	21,500	21,500	21,500
2170	General Insurance	6,900	6,900	8,100	8,700
2201	Repairs and Maint. Auto.	2,618	6,000	6,300	6,300
2222	Repairs and Maint. Other	2,973	7,000	7,000	7,000
2281	Printing	10,670	10,000	10,000	10,000
2401	Contractual Services	111,914	117,000	117,000	117,000
	Subtotal	166,818	185,700	184,500	185,500
<u>Capital Outlay</u>					
5622	Other Equipment		50,000		
	Subtotal	0	50,000	0	0
	Grand Total	\$956,939	\$1,020,900	\$1,080,100	\$1,116,500

Parking Enforcement Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Parking Control Officer	5	4	4	\$302,000	\$253,800	\$261,400
Sr. Parking Control Officer		1	1		72,200	74,400
Computer Operator	1	1	1	65,000	68,300	70,400
Records Specialist	1	1	1	56,400	59,200	61,000
Bilingual Pay				900	900	900
Assignment Pay				2,900	2,900	2,900
TOTAL	7	7	7	\$427,200	\$457,300	\$471,000

Fire Department

The Fire Department is organized into three budgetary divisions, Fire Operations/Training, Fire Prevention, and Measure LL funding. The Department responds to approximately 3,800 requests for emergency service each year. The majority (60%) of these incidents are emergency medical related. Responses to fires in buildings, vehicles or the wildland 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 10% 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 15 reserve volunteer firefighters, there are seven staff personnel, including the Fire Chief, three Division Chiefs assigned to suppression with administrative duties, a Fire Marshal, an Administrative Assistant, and a part-time Fire Prevention Officer. 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. One engine company operates out of each station and there is a reserve unit as backup at Stations One, Two 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 Three 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 Office of Emergency Services (CalOES) which is activated as part of the mutual aid system in the case of a major wildland fire or other emergency. The Department will have twenty-four personnel with paramedic training who staff paramedic engine companies that will respond from each of the City's four fire stations by the end of 2017. These engine companies have specialized equipment for medical emergency incidents and 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. Fire Department personnel maintain the stations and associated equipment; participate in skills maintenance and training programs; participate in community education programs such as C.E.R.T. (Community Emergency Response Teams), Community CPR training, Babysitter Classes, and school 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 supervises the daily fire prevention activities and inspections of the engine companies; the plan review and new construction process; coordinates with the fire investigators; and oversees the vegetation management programs.

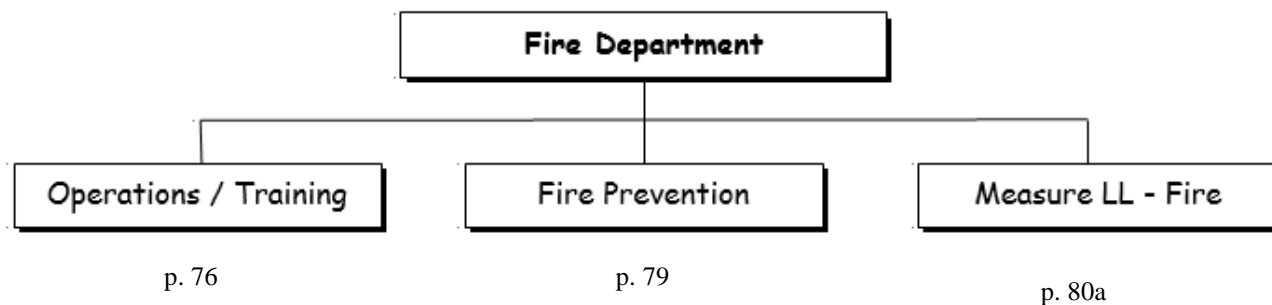
The vegetation management program is divided into two sub-divisions; weed abatement and fuel-modification. The weed abatement program reduces fire hazards that result from uncontrolled growth of vegetation on private properties. The fuel management program consists of approximately 350 acres surrounding 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.

Measure LL - The Fire Department will be utilizing this additional funding to provide a new civilian Fire Marshal who will oversee the Fire Prevention Division. In addition, the Fire Department will be staffing each of the City's four fire stations with Paramedic personnel. As a result of Measure LL funding 67 percent of the Firefighters will be licensed as Paramedics.

Major Initiatives:

- Develop a strategic plan for the Fire Department.
- Enhance Firefighter safety through the use of new technologies available now and in the future.
- Address the repairs needed to the Fire Department's facilities and fire stations through the establishment of priorities in concert with funding availabilities.
- Evaluate the Fuel Modification Program and determine the most efficient way to create defensible space between the open space and structures.

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

Fire Operations
Measure LL
Fire Prevention
Department Total

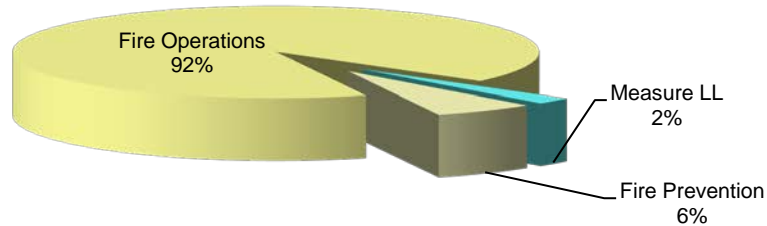
<i>MAJOR CATEGORY OF EXPENDITURE FY 2017-18</i>					Division
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$9,932,800	\$1,264,700	\$185,000	\$5,000		\$11,387,500
269,200	16,700				\$285,900
312,700	165,700		\$301,200		\$779,600
\$10,514,700	\$1,447,100	\$185,000	\$306,200	\$0	\$12,453,000

Division

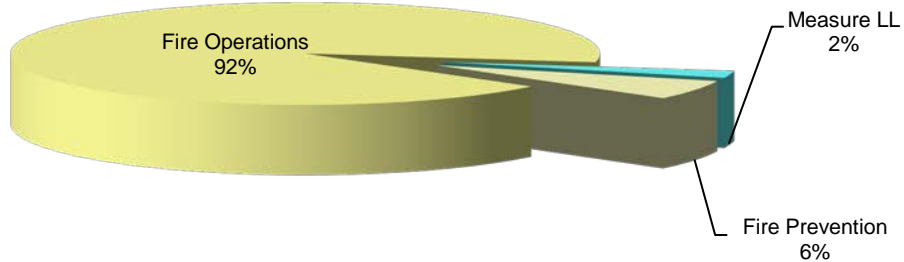
Fire Operations
Measure LL
Fire Prevention
Department Total

<i>MAJOR CATEGORY OF EXPENDITURE FY 2018-19</i>					Division
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$10,609,400	\$1,300,000		\$5,000		\$11,914,400
279,400	16,700				\$296,100
324,000	168,000		\$301,400		\$793,400
\$11,212,800	\$1,484,700	\$0	\$306,400	\$0	\$13,003,900

Summary By Category FY 2017-18



Summary By Category FY 2018-19



Fire Department Budget Detail

All Divisions

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$4,488,976	\$4,700,300	\$5,229,000	\$5,547,400
1003	Salaries, Part Time	26,028	43,300	43,300	43,300
1006	Salaries, Overtime	1,329,211	1,048,800	1,233,600	1,308,600
1007	Salaries, Overtime-Mutual Aid	257,404		200,000	200,000
1038	Sick Leave Payoff	31,800	32,800	39,500	40,700
1040	Vacation Payoff	100,300	105,400	118,700	124,600
1059	Residency Incentive	17,760	25,700		
1101	Retirement	1,150,891	1,325,700	1,560,500	1,870,000
1102	PERS-Side Fund	350,600	350,600	350,600	350,600
1103	P.A.R.S. Retirement	559	1,600	1,600	1,600
1104	P.E.R.S. Unfunded Liability	631,328	538,400	447,000	335,300
1201	Workers' Compensation	386,100	386,100	418,300	453,700
1300	Employee Group Insurance	656,000	705,200	777,000	835,800
1318	Medicare Insurance	78,784	78,500	95,600	101,200
	Subtotal	9,505,740	9,342,400	10,514,700	11,212,800
<u>Maintenance and Operations</u>					
2001	Uniforms and Laundry	39,808	84,000	87,500	90,000
2011	Training, Travel and Dues	58,797	77,900	88,200	90,500
2021	Natural Gas	2,041	2,400	2,200	2,300
2024	Electricity	28,153	32,200	29,600	31,100
2027	Water	5,531	4,800	5,800	6,100
2031	Telephone	53,636	39,500	57,100	59,900
2051	Gas and Lubrications	37,422	68,000	49,400	54,700
2101	Materials and Supplies	64,335	71,100	73,500	75,700
2110	Paramedic Medical Supplies	69,104	52,700	54,100	55,600
2150	Rents and Leases	345,700	345,500	432,600	432,600
2170	General Insurance	74,600	74,600	89,500	97,000
2201	Repairs and Maint. Auto.	120,310	111,500	118,800	122,200
2222	Repairs and Maint. Other	46,064	55,700	57,000	58,400
2281	Printing	1,325	6,000	6,100	6,300
2401	Contractual Services	164,228	278,600	295,700	302,300
	Subtotal	1,111,054	1,304,500	1,447,100	1,484,700

Fire Department
Budget Detail (Con't)

All
Divisions

Account	Actual	Adopted	Adopted	Adopted
No. Account Title	Expenditures	Budget	Budget	Budget
	2015-16	2016-17	2017-18	2018-19
<u>Capital Outlay</u>				
5203	Buildings	25,000		
5408	Office Furniture & Equipment		103,000	
5622	Other Equipment	60,441	82,000	
	Subtotal	85,441	0	185,000
<u>Special Programs</u>				
	Special Programs	646,849	300,000	306,200
	Subtotal	646,849	300,000	306,200
	Grand Total	\$11,349,084	\$10,946,900	\$12,453,000
		\$13,003,900		

Fire Department Position Summary

*All
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Fire Chief	1	1	1	\$196,600	\$209,600	\$215,700
Fire Division Chief	3	3	3	463,800	518,900	536,000
Fire Captain	12	12	12	1,343,500	1,404,000	1,457,700
Fire Engineer	12	12	12	1,155,300	1,198,800	1,254,400
Firefighter	12	12	12	897,400	945,100	1,024,200
Administrative Assistant	1	1	1	68,700	73,300	75,500
Acting Pay				40,000	40,000	40,000
Education Incentive					117,400	194,800
Education Pay				85,600	90,400	94,000
Holiday Pay				145,400	160,000	166,000
Paramedic Pay				304,000	290,000	300,000
Bilingual Pay					900	900
<i>Subtotal</i>	41	41	41	4,700,300	5,048,400	5,359,200
<i>Measure LL</i>						
Fire Marshal		1	1		123,400	131,000
Paramedic Pay					57,200	57,200
<i>Subtotal</i>		1	1		180,600	188,200
TOTAL	41	42	42	\$4,700,300	\$5,229,000	\$5,547,400

Fire Operations Division*Fire Department
General Fund/2401*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$4,340,404	\$4,545,700	\$4,869,700	\$5,171,800
1003	Salaries, Part Time	6,600	24,000	24,000	24,000
1006	Salaries, Overtime	1,329,211	1,048,800	1,200,000	1,275,000
1007	Salaries, Overtime-Mutual Aid	257,404		200,000	200,000
1038	Sick Leave Payoff	30,300	31,200	32,100	33,100
1040	Vacation Payoff	78,600	82,600	86,800	91,200
1059	Residency Incentive	17,760	25,700		
1101	P.E.R.S. Retirement	1,116,436	1,298,800	1,501,700	1,807,100
1102	PERS-Side Fund	340,100	340,100	340,100	340,100
1103	P.A.R.S. Retirement		900	900	900
1104	P.E.R.S. Unfunded Liability	631,328	520,400	432,000	324,000
1201	Workers' Compensation	384,800	384,800	415,900	451,200
1300	Employee Group Insurance	640,000	688,000	740,000	796,000
1318	Medicare Insurance	76,337	76,000	89,600	95,000
	Subtotal	9,249,281	9,067,000	9,932,800	10,609,400
Maintenance and Operations					
2001	Uniforms and Laundry	38,899	80,000	82,400	84,800
2011	Training, Travel and Dues	57,034	68,600	70,700	72,900
2021	Natural Gas	2,041	2,400	2,200	2,300
2024	Electricity	28,153	32,200	29,600	31,100
2027	Water	5,531	4,800	5,800	6,100
2031	Telephone	52,734	38,900	55,400	58,200
2051	Gas and Lubrications	32,869	62,600	43,400	48,200
2101	Materials and Supplies	61,278	64,300	66,500	68,500
2110	Paramedic Medical Supplies	69,104	52,700	54,100	55,600
2150	Rents and Leases	333,700	333,400	407,100	407,100
2170	General Insurance	72,500	72,500	86,100	93,400
2201	Repairs and Maint. Auto.	117,183	107,200	114,400	117,700
2222	Repairs and Maint. Other	46,064	55,700	57,000	58,400
2281	Printing	1,108	4,300	4,400	4,500
2401	Contractual Services	100,152	179,800	185,600	191,200
	Subtotal	1,018,349	1,159,400	1,264,700	1,300,000

Fire Operations Division (con't)*Fire Department
General Fund/2401*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Capital Outlay</u>					
5203	Buildings	25,000			
5408	Office Furniture and Equipment			103,000	
5622	Other Equipment	51,524		82,000	
	Subtotal	76,524	0	185,000	0
<u>Special Programs</u>					
8726	CPUC Fire Map Process			5,000	5,000
	Subtotal	0	0	5,000	5,000
	Grand Total	\$10,344,153	\$10,226,400	\$11,387,500	\$11,914,400

Fire Operations Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Fire Chief	1	1	1	\$196,600	\$209,600	\$215,700
Fire Division Chief	2	2	2	309,200	340,200	348,600
Fire Captain	12	12	12	1,343,500	1,404,000	1,457,700
Fire Engineer	12	12	12	1,155,300	1,198,800	1,254,400
Firefighter	12	12	12	897,400	945,100	1,024,200
Administrative Assistant	1	1	1	68,700	73,300	75,500
Acting Pay				40,000	40,000	40,000
Education Incentive					117,400	194,800
Education Pay				85,600	90,400	94,000
Holiday Pay				145,400	160,000	166,000
Paramedic Pay				304,000	290,000	300,000
Bilingual Pay					900	900
TOTAL	40	40	40	\$4,545,700	\$4,869,700	\$5,171,800

Fire Prevention Division*Fire Department
General Fund/2501*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$148,572	\$154,600	\$178,700	\$187,400
1003	Salaries, Part Time	19,428	19,300	19,300	19,300
1038	Sick Leave Payoff	1,500	1,600	6,400	6,600
1040	Vacation Payoff	21,700	22,800	30,800	32,400
1101	P.E.R.S. Retirement	34,454	26,900	28,500	31,400
1102	PERS-Side Fund	10,500	10,500	10,500	10,500
1103	P.A.R.S. Retirement	559	700	700	700
1104	P.E.R.S. Unfunded Liability	21,900	18,000	15,000	11,300
1201	Workers' Compensation	1,300	1,300	1,400	1,500
1300	Employee Group Insurance	16,000	17,200	18,500	19,900
1318	Medicare Insurance	2,447	2,500	2,900	3,000
	Subtotal	278,360	275,400	312,700	324,000
Maintenance and Operations					
2001	Uniforms and Laundry	909	4,000	4,100	4,200
2011	Training, Travel and Dues	1,763	9,300	11,500	11,600
2031	Telephone	903	600	900	900
2051	Gas and Lubrications	4,553	5,400	4,800	5,300
2101	Materials and Supplies	3,058	6,800	7,000	7,200
2150	Rents and Leases	12,000	12,100	18,800	18,800
2170	General Insurance	2,100	2,100	2,400	2,600
2201	Repairs and Maint. Auto.	3,127	4,300	4,400	4,500
2281	Printing	217	1,700	1,700	1,800
2401	Contractual Services	64,076	98,800	110,100	111,100
	Subtotal	92,705	145,100	165,700	168,000
Capital Outlay					
5408	Office Furniture & Equipment	8,917			
	Subtotal	8,917	0	0	0
Special Programs					
8040	Fuel Modification Program	632,296	270,000	270,000	270,000
8301	Hazardous Materials Mitigation	5,401	10,000	11,200	11,400
8804	Weed Abatement-Private Lots	9,152	20,000	20,000	20,000
	Subtotal	646,849	300,000	301,200	301,400
	Grand Total	\$1,026,831	\$720,500	\$779,600	\$793,400

Fire Prevention Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Fire Division Chief	1	1	1	\$154,600	\$178,700	\$187,400
TOTAL	1	1	1	\$154,600	\$178,700	\$187,400

Measure LL Fire Department

*Fire Department
Measure LL Fund/2401&2501*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time			\$180,600	\$188,200
1006	Salaries, Overtime			33,600	33,600
1038	Sick Leave Payoff			1,000	1,000
1040	Vacation Payoff			1,100	1,000
1101	P.E.R.S. Retirement			30,300	31,500
1201	Workers' Compensation			1,000	1,000
1300	Employee Group Insurance			18,500	19,900
1318	Medicare Insurance			3,100	3,200
	Subtotal	0	0	269,200	279,400
Maintenance and Operations					
2001	Uniforms and Laundry			1,000	1,000
2011	Training, Travel and Dues			6,000	6,000
2031	Telephone			800	800
2051	Gas and Lubrications			1,200	1,200
2101	Materials and Supplies			6,700	6,700
2150	Rents and Leases			1,000	1,000
	Subtotal	0	0	16,700	16,700
	Grand Total	\$0	\$0	\$285,900	\$296,100

Measure LL Fire Prevention Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Fire Marshal		1	1		\$123,400	\$131,000
Paramedic Pay					57,200	57,200
TOTAL		1	1		\$180,600	\$188,200

Marine Safety Department

The Marine Safety Department is responsible for five and a half miles of City coastline and 16.5 miles of ocean. Marine Safety has ten full-time positions: one Marine Safety Chief, one Captain, two Lieutenants, five Marine Safety Officers and one Marine Protection Officer. During the course of the year, the Marine Safety Department is augmented with Recurrent Hourly Lifeguards and approximately one hundred Seasonal Ocean Lifeguards.

Marine Safety's primary duties include: ocean rescue, emergency medical response, accident prevention and ordinance enforcement. 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 approximately 3,500 individuals from the ocean and provide medical attention to another 4,000 people. The Marine Safety staff enforces municipal ordinances, along with state codes, averaging 170,000 enforcements annually.

Field Operation Level One (Peak Deployment) - Peak deployment consists of approximately 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 I**, ranges from Irvine Cove to Rock Pile Beach and is covered by eight lifeguard towers, a rescue patrol vehicle, and two supervisors.
- **Division II** is Main Beach, with six lifeguard towers and the base of operations for the tower lifeguard relief deployment. Division two utilizes up to three supervisors.
- **Division III** covers Sleepy Hollow Beach to Pearl Street Beach, an area overseen by seven lifeguard towers and two supervisors operating a rescue patrol vehicle. Beginning Summer 2015, an eighth tower was placed into service at Anita St. Beach.
- **Division IV**, extends from Woods Cove to Treasure Island, includes seven lifeguard towers and two supervisors operating a rescue patrol vehicle.

- **Division V**, the first of two functional divisions, includes Marine Safety Dispatch, administration, seasonal ocean lifeguard training, and field maintenance.
- **Division VI**, the second functional division, oversees marine ordinance enforcement, patrol, public education and marine protection.

Junior Lifeguards - This program educates and instructs the youth of Laguna Beach and surrounding cities about ocean awareness, aquatic safety, marine ecology, basic first aid, and responsible enjoyment of our coastal resources. Each year approximately 450 children between the ages of eight and fifteen participate in the program. Seasonal Ocean Lifeguards serve as instructors for the program.

Field Operation Level Two & Three, Plus Training (Non-Peak Deployment) - Level two and three staffing deployment starts the day after Labor Day and continues through the third week of June of the following year. Operations during non-peak months consist of seven full-time marine safety personnel, one regular full-time Marine Protection Officer three Recurrent Hourly Lifeguards, and approximately 20 Ocean Lifeguards. A level two and three deployment schedule is utilized to address varying demands. Field Operations include patrol, emergency rescue, 24-hour response and enforcement of municipal ordinances and state codes. Annual maintenance of department equipment is performed at this time of year. During level two & three staffing, the Marine Safety Department completes the majority of the year's training in four specific disciplines: (1) Marine Safety Officer certification training, (2) technical rescue training, (3) Ocean Lifeguard I, II & III recurrent training, and (4) 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, Marine Safety Tide Pool Educators are deployed to the tide pool habitat to educate beach patrons and school groups about Laguna Beach's marine resources.

Major Initiatives:

- Replacement of lifeguard chairs with lifeguard towers that provide sustained protection from the environment.

Measure LL:

The Marine Safety Department used the Measure LL allocation to hire two full-time Marine Safety Officers. In addition, provide 200 lifeguard tower shifts during non-peak months. The transient occupancy tax allows Marine Safety to staff responsively during large surf conditions and other regularly occurring high demand days.

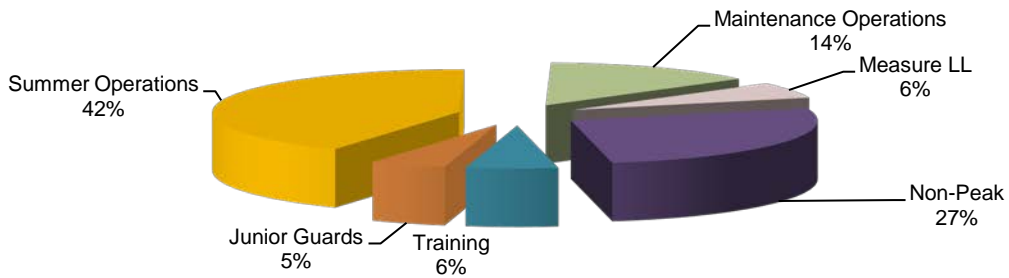
Marine Safety Department Budget Summary

**All
Divisions**

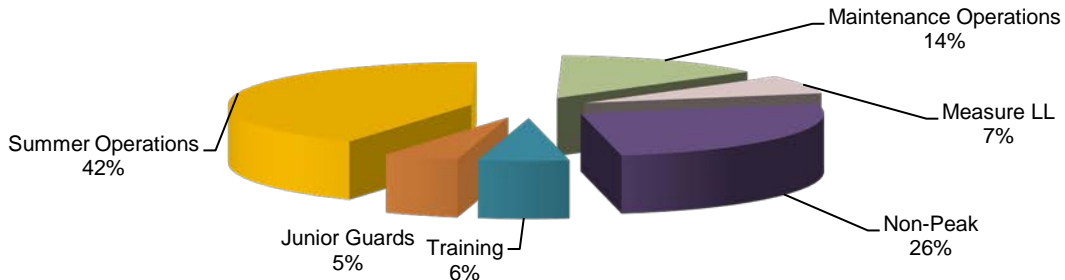
<u>Division</u>	MAJOR CATEGORY OF EXPENDITURE FY 2017-18					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Marine Safety	\$2,542,400	\$425,800	\$65,000			\$3,033,200
Measure LL	216,200	3,500				\$219,700
Department Total	\$2,758,600	\$429,300	\$65,000	\$0	\$0	\$3,252,900

<u>Division</u>	MAJOR CATEGORY OF EXPENDITURE FY 2018-19					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Marine Safety	\$2,618,400	\$426,600	\$19,500			\$3,064,500
Measure LL	231,700	3,600				\$235,300
Department Total	\$2,850,100	\$430,200	\$19,500	\$0	\$0	\$3,299,800

Summary By Operation FY 2017-18



Summary By Operation FY 2018-19



**Marine Safety Department
Budget Detail**

All Divisions

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$794,363	\$764,400	\$994,900	\$1,045,200
1003	Salaries, Part Time	817,271	840,700	954,100	978,500
1004	Tidepool, Part Time	3,027	4,500	12,500	12,500
1006	Salaries, Overtime	121,407	120,000	123,600	127,300
1038	Sick Leave Payoff	7,500	7,700	14,000	14,400
1040	Vacation Payoff	8,400	8,900	16,700	17,400
1053	Holiday Allowance	2,557			
1101	Retirement	159,919	171,700	215,100	223,600
1102	PERS-Side Fund	28,800	28,800	28,800	28,800
1103	P.A.R.S. Retirement	39,372	31,700	36,300	37,300
1104	P.E.R.S. Unfunded Liability	54,395	89,500	74,400	55,800
1201	Workers' Compensation	65,600	65,600	72,900	79,000
1300	Employee Group Insurance	128,000	137,600	185,000	199,000
1318	Medicare Insurance	25,030	25,100	30,300	31,300
	Subtotal	2,255,640	2,296,200	2,758,600	2,850,100
Maintenance and Operations					
2001	Uniforms and Laundry	37,976	36,000	55,600	56,700
2011	Training, Travel and Dues	13,360	11,300	15,100	15,300
2021	Natural Gas	492	300	400	400
2024	Electricity	5,687	3,500	4,600	4,800
2027	Water	15,104	17,100	14,600	15,300
2031	Telephone	29,705	18,400	25,600	29,600
2051	Gas and Lubrications	8,446	14,100	12,000	14,000
2101	Materials and Supplies	64,273	65,000	68,200	70,100
2150	Rents and Leases	108,300	108,300	108,300	108,300
2170	General Insurance	23,000	23,000	29,300	31,700
2201	Repairs and Maint. Auto.	6,198	8,800	9,100	9,400
2222	Repairs and Maint. Other	31,358	31,200	32,000	32,900
2281	Printing	1,848	1,200	1,200	1,200
2401	Contractual Services	40,225	45,100	53,300	40,500
	Subtotal	385,973	383,300	429,300	430,200
Capital Outlay					
5408	Office Furniture and Equipment	33,339		11,500	
5622	Other Equipment	65,816		53,500	19,500
	Subtotal	99,154	0	65,000	19,500
	Grand Total	\$2,740,767	\$2,679,500	\$3,252,900	\$3,299,800

Marine Safety Department Position Summary

*All
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Chief of Marine Safety	1	1	1	\$141,900	\$164,800	\$171,300
Marine Safety Captain	1	1	1	106,600	125,000	128,800
Marine Safety Lieutenant	2	2	2	186,900	214,800	225,800
Marine Safety Officer	3	3	3	248,900	253,200	264,800
Marine Protection Officer	1	1	1	79,100	86,400	91,100
Uniform Allowance				1,000	1,000	1,000
Education Certification Pay					17,400	19,400
<i>Subtotal</i>	8	8	8	764,400	862,600	902,200
<i>Measure LL</i>						
Marine Safety Officer		2	2		132,200	143,000
<i>Subtotal</i>		2	2		132,200	143,000
TOTAL	8	10	10	\$764,400	\$994,800	\$1,045,200

Marine Safety DivisionMarine Safety Department
General Fund/2601

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$794,363	\$764,400	\$862,700	\$902,200
1003	Salaries, Part Time	817,271	840,700	935,100	959,500
1004	Tidepool, Part Time	3,027	4,500	12,500	12,500
1006	Salaries, Overtime	121,407	120,000	123,600	127,300
1038	Sick Leave Payoff	7,500	7,700	13,000	13,400
1040	Vacation Payoff	8,400	8,900	15,600	16,400
1053	Holiday Allowance	2,557			
1101	Retirement	159,919	171,700	194,100	200,900
1102	PERS-Side Fund	28,800	28,800	28,800	28,800
1103	P.A.R.S. Retirement	39,372	31,700	35,600	36,500
1104	P.E.R.S. Unfunded Liability	54,395	89,500	74,400	55,800
1201	Workers' Compensation	65,600	65,600	70,900	76,900
1300	Employee Group Insurance	128,000	137,600	148,000	159,200
1318	Medicare Insurance	25,030	25,100	28,100	29,000
	Subtotal	2,255,640	2,296,200	2,542,400	2,618,400
Maintenance and Operations					
2001	Uniforms and Laundry	37,976	36,000	55,100	56,200
2011	Training, Travel and Dues	13,360	11,300	14,100	14,300
2021	Natural Gas	492	300	400	400
2024	Electricity	5,687	3,500	4,600	4,800
2027	Water	15,104	17,100	14,600	15,300
2031	Telephone	29,705	18,400	25,600	29,600
2051	Gas and Lubrications	8,446	14,100	12,000	14,000
2101	Materials and Supplies	64,273	65,000	68,200	70,100
2150	Rents and Leases	108,300	108,300	108,300	108,300
2170	General Insurance	23,000	23,000	27,300	29,600
2201	Repairs and Maint. Auto.	6,198	8,800	9,100	9,400
2222	Repairs and Maint. Other	31,358	31,200	32,000	32,900
2281	Printing	1,848	1,200	1,200	1,200
2401	Contractual Services	40,225	45,100	53,300	40,500
	Subtotal	385,973	383,300	425,800	426,600
Capital Outlay					
5408	Office Furniture and Equipment	33,339		11,500	
5622	Other Equipment	65,816		53,500	19,500
	Subtotal	99,154	0	65,000	19,500
	Grand Total	\$2,740,767	\$2,679,500	\$3,033,200	\$3,064,500

Measure LL Marine Safety Department

*Marine Safety Department
Measure LL Fund/2601*

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2015-16	2016-17	2017-18	2018-19
Salaries and Wages					
1001	Salaries, Full Time			\$132,200	\$143,000
1003	Salaries, Part Time			19,000	19,000
1038	Sick Leave Payoff			1,000	1,000
1040	Vacation Payoff			1,100	1,000
1101	P.E.R.S. Retirement	<i>Numbers not available, new Fund.</i>		21,000	22,700
1103	P.A.R.S. Retirement			700	800
1201	Workers' Compensation			2,000	2,100
1300	Employee Group Insurance			37,000	39,800
1318	Medicare Insurance			2,200	2,300
	Subtotal	0	0	216,200	231,700
Maintenance and Operations					
2001	Uniforms and Laundry			500	500
2011	Training, Travel and Dues	<i>Numbers not available, new Fund.</i>		1,000	1,000
2170	General Insurance			2,000	2,100
	Subtotal	0	0	3,500	3,600
	Grand Total	\$0	\$0	\$219,700	\$235,300

Measure LL Marine Safety Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
	Marine Safety Officer	2	2		\$132,200	\$143,000
TOTAL	2	2		\$132,200	\$143,000	

Public Works Department

The Mission of the Public Works Department is to preserve, maintain, enhance the City's infrastructure and natural resources, and provide services and environmental stewardship for the benefits of Laguna Beach residents, businesses and visitors.

The department is organized into the following divisions: Engineering and Administration, Fleet Maintenance, Park and Building Maintenance, Street Maintenance, Utility Undergrounding, Solid Waste, Parking Management and Operations, Traffic, Parking and Signs Maintenance, and Transit Services.

The department also oversees the Street Lighting Fund and Capital Improvement Fund. The Capital Improvement Projects are included within the Capital Improvement Fund section of the budget. Laguna Beach Vital Services Measure (Measure LL) revenues are also used by the department annually to enhance the cleanliness of public areas such as sidewalks and beaches by increasing the frequency of Downtown and Coast Highway sidewalk steam cleaning, daily cleaning, restroom cleaning, and for utility undergrounding strategies.

There are 57 employees in the department. Following are descriptions of services provided by each division:

Engineering and Administration - This division has nine employees who are responsible for managing the overall administrative functions of the department, providing engineering services, developing and implementing the City's capital improvement projects, coordinating project with utility companies and Caltrans, inspecting various construction projects within the public rights-of-way, and performing records management and clerical functions.

Fleet Maintenance - This division has five employees who are responsible for the routine repair, replacement and maintenance of City vehicles, trolleys, buses, and equipment. The division maintains over 200 pieces of equipment, including a variety of heavy and light-duty trucks and vehicles, medium sized tractors, transit buses, trolleys and specialized equipment.

Park and Building Maintenance - The 22 employees in this division perform maintenance activities at 95 separate parks and facilities totaling more than 77 acres. There are approximately 60,000 square feet of City buildings throughout the city, including 12 public restrooms. Additional part-time staff provide litter control and downtown cleanup. The City contracts with private companies for custodial services at City Hall, 479 Ocean Avenue

offices, the Corporation Yard, the Senior Center, and the Animal Shelter. The City also contracts for trimming of trees in City parks, turf mowing in the parks, and landscape maintenance at the Community Center and the Arch Beach Heights View Park.

Street Maintenance - This division has seven employees who maintain City streets, sidewalks, beaches, and storm drains. The City has approximately 80 miles of paved streets and 1,000 storm drain inlets, catch basins, and drain 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 including the enhanced sidewalk, restroom, and beach cleaning services approved in Measure LL. This budget provides for contractual services for tree trimming within street area, street median maintenance, street striping, pothole repair, custodial maintenance, and disposal of construction debris and litter.

Utility Undergrounding - The three employees in this division are responsible for coordinating and managing Utility Undergrounding Assessment Districts by overseeing: the formation of the district boundaries, preliminary engineering, creation of assessments, preparation of final design, construction, and removal of the poles. The division also coordinates utility construction activities in the right-of-way to reduce traffic impacts to the community. In addition, the division is managing special projects such as Laguna Canyon Road Master Plan and Utility Undergrounding, and strategies for citywide undergrounding of utilities funded partially by Measure LL.

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 full time employee and one part time employee administer the solid waste contract and recycling programs, manage compliance with environmental regulations and mandates, and handle requests from residents and businesses 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 charges to residents.

Street Lighting Fund- This fund represents property tax revenue collected for lighting the City's public rights-of-way. These restricted use funds provide for electrical energy for street lights and for maintenance, repair and reconstruction for street lights and associated facilities. This fund is also used to acquire Public Utility Commission Rule 20-A credits that can be used for replacing overhead electrical wires and equipment with underground facilities where street lights are also replaced or installed.

Parking Management and Operations - This division is responsible for administering parking management planning and operations. This division has 2 full-time employees and 25 seasonal part-time employees who serve as Parking Lot Attendants during the summer festival season.

Traffic, Parking and Signs Maintenance - This division has five employees who maintain more than 2,100 on-street parking meters, 20 automated pay stations and 16 parking lots. Functions include installation, maintenance, and replacement of meters, pay stations, and change machines. In addition, this division collects meter revenue on a daily basis, maintains all City signage located in the public right-of-way, and manages street sweeping and intersection nuisance abatement proceedings. This budget also provides for contractual services in street striping.

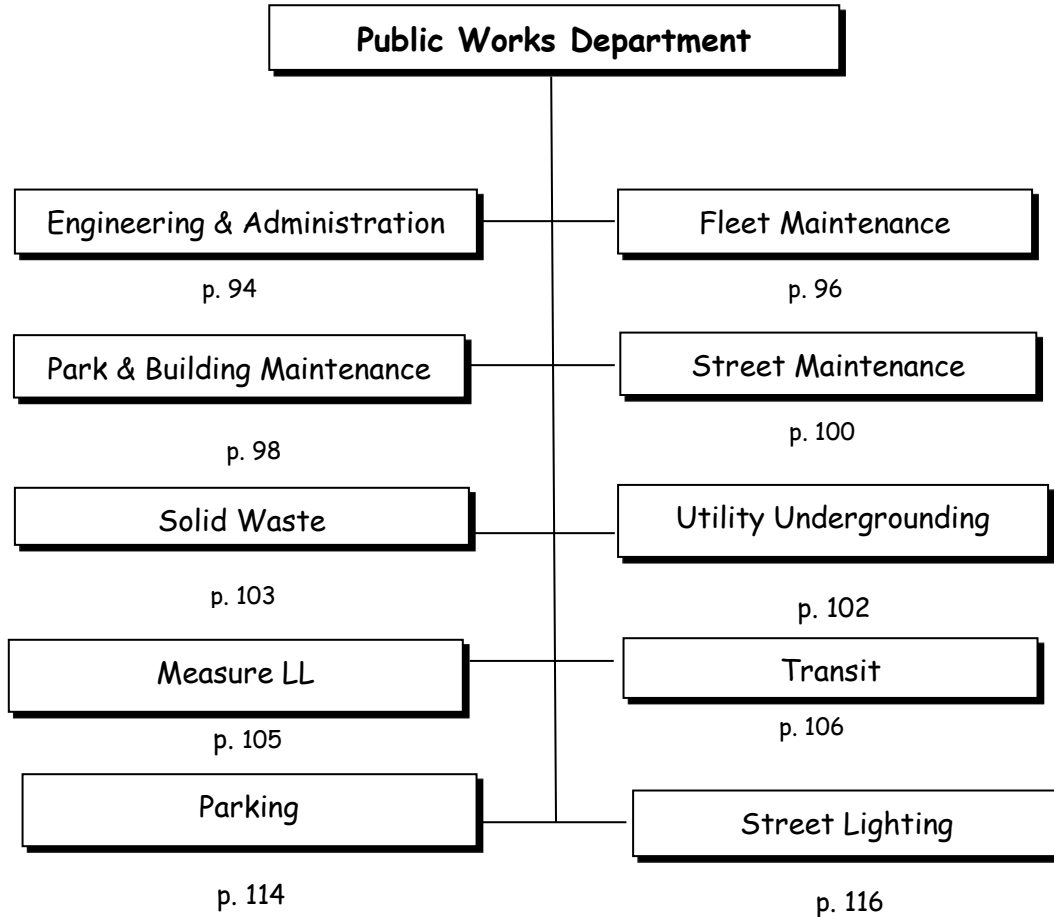
Transit - This Division include costs associated with administering, operating, and maintaining the City's transit system. Services are provided both during the ten-week summer festival season and Off-Season. Neighborhood Trolley Services is provided weekly during the peak commute hours to the three neighborhoods (Arch Beach Heights, Top of the World and Bluebird Canyon) and on weekends all year. Coastal Trolley Service is provided all year every weekend and daily from 9:30 a.m. to 11:30 p.m. during the Festival Season along with the service to and from parking sites along Laguna Canyon Road. Charter Service allows private parties to schedule trolley service during non-festival months (September through June). There are five full-time positions in this division and over 100 part-time staff members during the summer festival season. The City receives revenue from a variety of sources to fund the transit operations including State gasoline tax, Air Quality Subvention funds, OCTA Project V grant funds, fare-box revenues, and private charters. Parking receipts also partially subsidize Transit operations. The Transit Fund includes revenues for paratransit service provided through OCTA. This budget also provides funding for the maintenance of transit vehicles.

Major Initiatives:

- Initiate the development of the Laguna Canyon Road Master Plan.
- Coordinate with Caltrans for undergrounding overhead utilities and widening Laguna Canyon Road from El Toro Road to Hwy 73.
- Develop and implement a Citywide overhead utility undergrounding strategy.
- Slurry seal streets in the Skyline, Laguna Canyon, Thalia to Cress Street, Top of the World, Coast Royal, and portions of North Laguna areas.
- Replace beach stair accesses including Thalia Street, Agate Street, Pearl Street, and Anita Street.
- Implement recommendations for improving the City's Neighborhood trolley service and senior transportation.
- Implement Project V funded all-year Neighborhood weekend trolley service.
- Implement the fourth phase of the Parking Management Plan strategies to reduce parking and traffic congestion.
- Rehabilitate public parking lots Citywide.
- Collaborate and provide funding to Caltrans for the design and construction of sidewalks along Coast Highway.

- Design capacity improvements for Laguna Canyon Channel in the downtown area.

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:

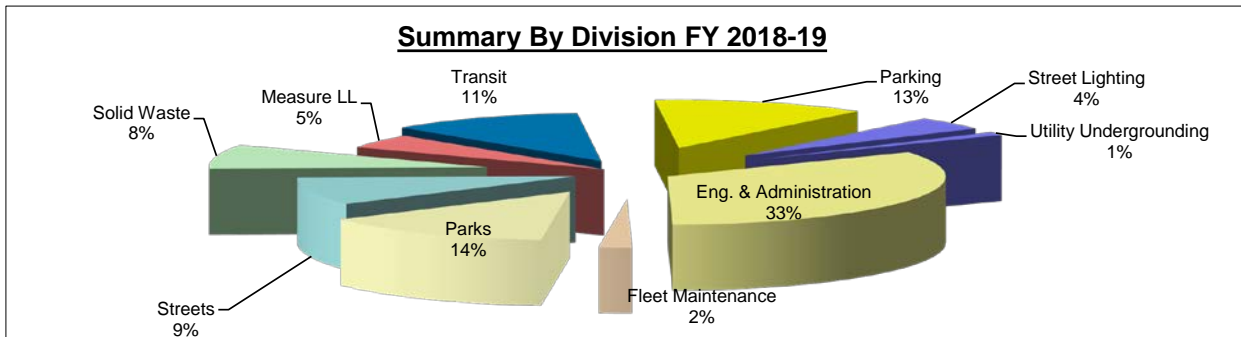
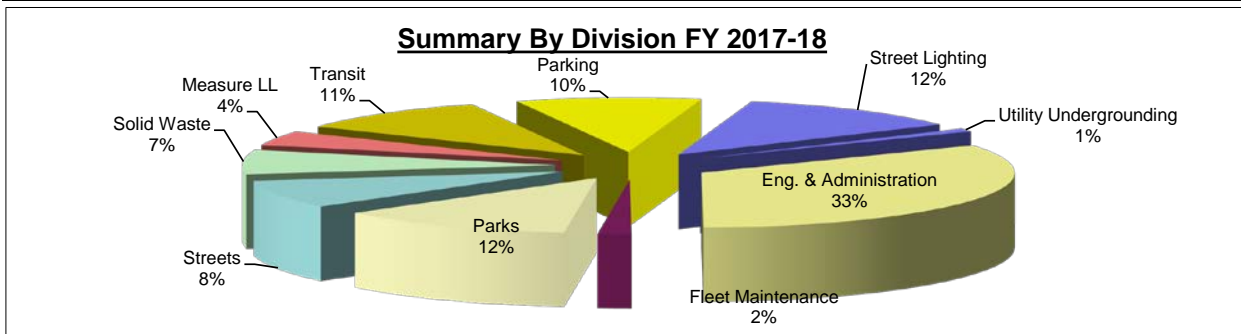


Public Works Department Budget Summary

*All
Divisions*

Division	MAJOR CATEGORY OF EXPENDITURE FY 2017-18					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Eng. & Administration	\$1,549,800	\$184,700	\$4,400	\$132,000	\$8,665,000	\$10,535,900
Fleet Maintenance	376,500	161,100	9,000			\$546,600
Park & Bldg Maint.	2,416,000	1,444,700	2,000	45,000		\$3,907,700
Street Maintenance	959,900	1,668,100	2,000			\$2,630,000
Solid Waste	187,300	1,991,200		108,700		\$2,287,200
Measure LL	123,300	245,400			1,000,000	\$1,368,700
Transit	1,995,100	1,149,900	3,800	131,900		\$3,280,700
Parking Facilities	944,700	1,292,800	2,200	445,500	350,000	\$3,035,200
Street Lighting	381,800	1,268,800		70,000	2,070,000	\$3,790,600
Utility Undergrounding	293,400	8,000				\$301,400
Department Total	\$9,227,800	\$9,414,700	\$23,400	\$933,100	\$12,085,000	\$31,684,000

Division	MAJOR CATEGORY OF EXPENDITURE FY 2018-19					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Eng. & Administration	\$1,620,000	\$186,700		\$77,000	\$7,890,000	\$9,773,700
Fleet Maintenance	408,100	161,900				\$570,000
Park & Bldg Maint.	2,535,300	1,472,000		45,000		\$4,052,300
Street Maintenance	996,400	1,726,700				\$2,723,100
Solid Waste	192,400	2,039,200		136,900		\$2,368,500
Measure LL	129,100	252,600			1,000,000	\$1,381,700
Transit	2,058,500	1,173,000		131,900		\$3,363,400
Parking Facilities	989,200	1,308,700		409,700	1,000,000	\$3,707,600
Street Lighting	381,800	249,700		70,000	600,000	\$1,301,500
Utility Undergrounding	322,500	8,000				\$330,500
Department Total	\$9,633,300	\$8,578,500	\$0	\$870,500	\$10,490,000	\$29,572,300



Public Works Department

All Divisions

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$3,733,943	4,317,400	\$4,757,700	\$4,960,700
1003	Salaries, Part Time	1,209,505	1,252,000	1,465,800	1,546,100
1006	Salaries, Overtime	316,686	187,300	255,500	217,300
1009	Salaries, Redistributed	54,300	28,100	22,800	22,800
1038	Sick Leave Payoff	31,713	39,100	42,300	43,500
1040	Vacation Payoff	62,880	76,700	80,200	84,200
1042	Comp Time Payoffs	2,000	2,000	2,000	2,000
1059	Residency Incentive			15,000	15,000
1101	Retirement	623,746	865,400	981,800	1,104,800
1103	P.A.R.S. Retirement	45,903	47,000	54,300	55,800
1104	P.E.R.S. Unfunded Liability	356,800	303,300	272,800	209,600
1201	Workers' Compensation	121,400	121,400	132,800	143,400
1300	Employee Group Insurance	864,000	939,100	1,054,500	1,134,300
1318	Medicare Insurance	72,979	80,700	90,300	93,800
	Subtotal	7,495,856	8,259,500	9,227,800	9,633,300
Maintenance and Operations					
2001	Uniforms and Laundry	23,644	40,000	40,500	40,500
2011	Training, Travel and Dues	18,959	34,100	55,600	55,600
2021	Natural Gas	3,917	6,200	4,500	4,600
2024	Electricity	284,697	296,700	298,800	313,700
2027	Water	175,556	235,600	184,100	193,400
2031	Telephone	14,917	21,300	16,600	17,300
2051	Gas and Lubrications	202,484	465,800	365,500	393,800
2101	Materials and Supplies	522,758	613,700	668,100	667,500
2150	Rents and Leases	671,613	782,400	825,000	826,000
2170	General Insurance	528,300	528,300	627,700	680,600
2201	Repairs and Maint. Automotive	277,620	236,000	381,000	384,400
2222	Repairs and Maint. Other	118,871	145,600	145,100	146,500
2281	Printing	35,555	56,800	57,000	57,000
2302	Legal Advertising		1,000	1,000	1,000
2401	Contractual Services	4,071,502	3,849,100	4,406,400	4,458,800
2405	Legal Fees			1,000,000	
2432	Postage	7,946	2,500	2,500	2,500
2508	Vehicle Cost Redistribution	(88,366)	(90,000)	(90,000)	(90,000)
2804	Costs Redistributed	361,700	361,700	425,300	425,300
	Depreciation	306,853			
	Subtotal	7,538,527	7,586,800	9,414,700	8,578,500

***Public Works Department
Budget Detail***

***All
Divisions***

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Capital Outlay</u>					
5408	Office Furniture & Equipment	10,283	2,200	15,400	
5622	Other Equipment	138,392	72,000	8,000	
	Subtotal	148,675	74,200	23,400	0
<u>Special Programs</u>					
	Special Programs	389,373	541,700	933,100	870,500
	Subtotal	389,373	541,700	933,100	870,500
<u>Capital Improvements</u>					
	Capital Improvement Projects	3,653,826	7,250,000	12,085,000 ¹	10,490,000 ²
	Subtotal	3,653,826	7,250,000	12,085,000	10,490,000
	Grand Total	\$19,226,256	\$23,712,200	\$31,684,000	29,572,300

¹ Represents twenty one individual projects funded from a variety of sources . See Capital Improvement Project Summary (page 178).

² Represents fifteen individual projects funded from a variety of sources . See Capital Improvement Project Summary (page 184).

**Public Works Department
Position Summary**

**All
Divisions**

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Administrative Assistant	2	3	3	\$126,600	\$177,900	\$192,200
Assistant City Engineer	1	1	1	154,600	164,800	169,700
Associate Civil Engineer	1	1	1	122,800	130,900	134,800
Asst City Mgr/Dir of Public Works	1	1	1	196,600	209,600	215,900
Bus Driver	3	1	1	161,600	64,400	66,300
City Engineer	1	1	1	179,000	190,800	196,500
Custodian	2	2	2	106,600	105,900	111,600
Deputy Director Public Work	2	2	2	283,800	302,600	311,600
Equipment Mechanic	3	5	5	221,900	383,600	402,400
Equipment Operator	2	1	1	134,100	73,300	75,500
Maintenance Lead Worker	4	3	3	294,600	207,200	219,900
Maintenance Supervisor	2	2	2	269,400	199,200	205,200
Maintenance Worker I	9	9	9	496,800	465,000	493,000
Maintenance Worker II	4	7	7	257,800	426,100	449,900
Motor Sweeper Operator	2	2	2	137,500	146,600	151,000
Parks Gardener	5	4	4	325,200	277,300	285,500
Project Director	1	1	1	141,900	151,300	155,800
Project Manager	3	3	3	292,700	325,300	338,700
PW Technician	1	1	1	59,000	60,400	65,300
Sr. Administrative Analyst	2	1	1	170,000	90,600	93,400
Sr. PW Analyst/SWP Coordinator		1	1		100,400	103,100
Sr. Fleet Maint. Supervisor	1	1	1	102,800	109,600	112,900
Traffic Maint Technician	1	1	1	68,700	73,300	75,500
Transit Supervisor	1	1	1	62,800	73,500	79,500
Undergrounding Program Manager		1	1		164,800	169,700
Bilingual Pay					900	900
<i>Subtotal</i>	54	56	56	4,366,800	4,675,300	4,875,800
<i>Measure LL</i>						
Maint Lead Worker		1	1		82,400	84,900
<i>Subtotal</i>		1	1		82,400	84,900
TOTAL	54	57	57	\$4,366,800	\$4,757,700	\$4,960,700

Engineering & Administration Division

Public Works
General Fund/3101

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$1,184,545	\$1,273,200	\$1,137,900	\$1,181,100
1003	Salaries, Part Time	40,092		22,000	22,000
1006	Salaries, Overtime	10,711	10,500	12,900	13,200
1009	Salaries, Redistributed	(69,700)	(73,400)	(164,900)	(164,900)
1038	Sick Leave Payoff	9,100	9,400	9,700	10,000
1040	Vacation Payoff	20,200	21,300	22,400	23,600
1059	Residency Incentive			15,000	15,000
1101	Retirement	217,357	254,700	236,000	264,600
1103	P.A.R.S. Retirement	165			
1104	P.E.R.S. Unfunded Liability	96,400	82,000	68,600	51,500
1201	Workers' Compensation	6,500	6,500	7,000	7,500
1300	Employee Group Insurance	176,000	189,200	166,500	179,100
1318	Medicare Insurance	16,389	17,100	16,700	17,300
	Subtotal	1,707,758	1,790,500	1,549,800	1,620,000
Maintenance and Operations					
2011	Training, Travel and Dues	7,510	16,400	24,000	24,000
2021	Natural Gas	1,003	1,500	1,100	1,200
2024	Electricity	5,415	5,300	5,700	6,000
2027	Water	330	300	300	300
2031	Telephone	5,795	8,300	6,100	6,400
2051	Gas and Lubrications	575	2,600	2,600	2,600
2101	Materials and Supplies	18,383	10,100	12,100	12,300
2150	Rents and Leases	7,500	7,500	7,500	7,500
2170	General Insurance	11,500	11,500	13,600	14,700
2222	Repairs and Maint. Other		1,000	1,000	1,000
2281	Printing	1,202	3,000	3,000	3,000
2302	Legal Advertising		1,000	1,000	1,000
2401	Contractual Services	32,802	15,000	106,700	106,700
	Subtotal	92,016	83,500	184,700	186,700
Capital Outlay					
5408	Office Furniture & Equipment	5,834		4,400	
5622	Other Equipment	6,127			
	Subtotal	11,961	0	4,400	0
Special Programs					
8104	Hydrologic Monitoring System	12,003	10,000	12,000	12,000
8417	Speed Studies For City Streets			5,000	
8503	Document Scanning			15,000	15,000
8736	Tree Planting & Care			50,000 ³	
8737	Hortense Miller Gardens Maint.			50,000 ³	50,000
8817	Wayfinding Signage		40,000		
	Subtotal	12,003	50,000	132,000	77,000
Capital Improvements					
	Capital Improvement Projects	3,702,084	7,250,000	8,665,000 ¹	7,890,000 ²
	Subtotal	3,702,084	7,250,000	8,665,000	7,890,000
	Grand Total	\$5,525,822	\$9,174,000	\$10,535,900	\$9,773,700

¹ Represents twenty one individual projects funded from a variety of sources . See Capital Improvement Project Summary (page 178).

² Represents fifteen individual projects funded from a variety of sources . See Capital Improvement Project Summary (page 184).

³ Funded by Capital Improvement Fund.

Engineering & Administration Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Asst City Mgr/Dir of Public Works	1	1	1	\$196,600	\$209,600	\$215,900
City Engineer	1	1	1	179,000	190,800	196,500
Assistant City Engineer	1	1	1	154,600	164,800	169,700
Project Director	1	1	1	141,900	151,300	155,800
Associate Civil Engineer	1	1	1	122,800	130,900	134,800
Project Manager	3	1	1	292,700	109,600	112,900
PW Technician	1	1	1	59,000	60,400	65,300
Administrative Assistant	2	2	2	126,600	120,500	130,200
TOTAL	11	9	9	\$1,273,200	\$1,137,900	\$1,181,100

Fleet Maintenance Division*Public Works
General Fund/3102*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$388,338	\$381,100	\$416,700	\$432,600
1006	Salaries, Overtime	27,068	37,800	38,900	40,100
1009	Salaries, Redistributed	(210,900)	(210,900)	(296,100)	(296,100)
1038	Sick Leave Payoff	1,400	1,500	1,500	1,500
1040	Vacation Payoff	11,000	11,600	12,200	12,900
1101	Retirement	72,620	76,400	86,700	97,000
1104	P.E.R.S. Unfunded Liability	22,000	18,700	15,600	11,700
1201	Workers' Compensation	1,800	1,800	1,900	2,000
1300	Employee Group Insurance	80,000	86,000	92,500	99,500
1318	Medicare Insurance	5,833	6,100	6,600	6,900
	Subtotal	399,158	410,100	376,500	408,100
Maintenance and Operations					
2001	Uniforms and Laundry	4,490	5,700	5,700	5,700
2011	Training, Travel and Dues	3,268	7,800	7,800	7,800
2021	Natural Gas	778	1,300	900	900
2024	Electricity	6,900	7,000	7,200	7,600
2027	Water	1,559	2,600	1,600	1,700
2031	Telephone	441	2,900	500	500
2051	Gas and Lubrications	8,044	6,900	8,000	8,000
2101	Materials and Supplies	20,412	20,000	21,000	21,000
2150	Rents and Leases	3,400	8,800	3,500	3,500
2170	General Insurance	3,100	3,100	3,600	3,900
2201	Repairs and Maint. Automotive	88,719	90,000	152,000	152,000
2222	Repairs and Maint. Other	4,246	9,000	9,000	9,000
2281	Printing	495	300	300	300
2401	Contractual Services	28,872	30,000	30,000	30,000
2508	Vehicle Cost Redistribution	(88,366)	(90,000)	(90,000)	(90,000)
	Subtotal	86,358	105,400	161,100	161,900
Capital Outlay					
5408	Office Furniture & Equipment	2,027		1,000	
5622	Other Equipment	10,751		8,000	
	Subtotal	12,778	0	9,000	0
	Grand Total	\$498,294	\$515,500	\$546,600	\$570,000

Fleet Maintenance Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Equipment Mechanic	3	4	4	\$221,900	\$307,100	\$319,700
Sr. Fleet Maint. Supervisor	1	1	1	102,800	109,600	112,900
Maintenance Worker I	1			56,400		
TOTAL	5	5	5	\$381,100	\$416,700	\$432,600

Park & Building Maintenance DivisionPublic Works
General Fund/3104

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$1,153,294	\$1,386,300	\$1,434,200	\$1,502,800
1003	Salaries, Part Time	29,721	67,500	79,000	79,000
1006	Salaries, Overtime	164,368	30,900	62,000	62,000
1009	Salaries, Redistributed	(55,200)	(55,200)	(60,100)	(60,100)
1038	Sick Leave Payoff	13,200	13,600	14,000	14,400
1040	Vacation Payoff	19,200	20,200	21,300	22,400
1042	Comp Time Payoffs	2,000	2,000	2,000	2,000
1101	Retirement	214,288	278,300	298,400	337,900
1103	P.A.R.S. Retirement	1,320	2,500	3,000	3,000
1104	P.E.R.S. Unfunded Liability	140,300	119,200	99,800	74,900
1201	Workers' Compensation	30,200	30,200	32,600	35,300
1300	Employee Group Insurance	336,000	361,200	407,000	437,800
1318	Medicare Insurance	19,475	21,500	22,800	23,900
	Subtotal	2,068,166	2,278,200	2,416,000	2,535,300
Maintenance and Operations					
2001	Uniforms and Laundry	12,542	17,000	17,000	17,000
2011	Training, Travel and Dues	2,941	2,500	2,500	2,500
2021	Natural Gas	479	800	600	600
2024	Electricity	34,763	35,200	36,500	38,300
2027	Water	150,039	196,900	157,500	165,400
2031	Telephone	2,513	2,800	2,600	2,700
2051	Gas and Lubrications	39,316	85,500	71,900	78,000
2101	Materials and Supplies	198,155	239,300	239,300	239,300
2150	Rents and Leases	214,703	226,800	276,000	276,000
2170	General Insurance	18,400	18,400	21,800	23,600
2222	Repairs and Maint. Other	84,195	86,500	88,400	89,800
2281	Printing	178	300		
2401	Contractual Services	458,786	483,200	530,600	538,800
	Subtotal	1,217,009	1,395,200	1,444,700	1,472,000
Capital Outlay					
5408	Office Furniture & Equipment		2,200	2,000	
5622	Other Equipment	21,627			
	Subtotal	21,627	2,200	2,000	0
Special Programs					
8431	Milligan Bridge	66,277			
8815	Abatement of Invasive Weeds	30,370	45,000	45,000	45,000
	Subtotal	96,647	45,000	45,000	45,000
	Grand Total	\$3,403,450	\$3,720,600	\$3,907,700	\$4,052,300

Park & Building Maintenance Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Deputy Director Public Work	1	1	1	\$141,900	\$151,300	\$155,800
Maintenance Supervisor	1	1	1	93,500	99,600	102,600
Maint. Lead Worker	1	1	1	73,600	61,000	66,000
Parks Gardener	5	4	4	325,200	277,300	285,500
Maintenance Worker II	3	4	4	192,800	248,100	261,000
Maintenance Worker I	7	7	7	384,000	360,300	382,800
Administrative Assistant		1	1		57,400	62,000
Equipment Operator	1	1	1	68,700	73,300	75,500
Custodian	2	2	2	106,600	105,900	111,600
TOTAL	21	22	22	\$1,386,300	\$1,434,200	\$1,502,800

Street Maintenance Division*Public Works
General Fund/3106*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$256,709	\$346,600	\$363,700	\$385,800
1003	Salaries, Part Time	21,932	36,000	26,000	26,000
1006	Salaries, Overtime	36,129	44,000	54,000	54,000
1009	Salaries, Redistributed	162,300	162,300	177,800	177,800
1038	Sick Leave Payoff	6,700	6,900	7,100	7,300
1040	Vacation Payoff	13,900	14,600	15,400	16,200
1101	Retirement	47,790	70,000	76,100	87,200
1103	P.A.R.S. Retirement	863	1,400	1,000	1,000
1104	P.E.R.S. Unfunded Liability	70,800	60,200	50,300	37,800
1201	Workers' Compensation	65,800	65,800	71,100	77,100
1300	Employee Group Insurance	80,000	86,000	111,000	119,400
1318	Medicare Insurance	4,565	6,200	6,400	6,800
	Subtotal	767,487	900,000	959,900	996,400
Maintenance and Operations					
2001	Uniforms and Laundry	3,583	4,300	4,300	4,300
2011	Training, Travel and Dues	1,071	1,100	1,100	1,100
2021	Natural Gas	479	800	600	600
2024	Electricity	7,062	7,000	7,400	7,800
2027	Water	16,603	28,000	17,400	18,300
2031	Telephone	1,063	3,000	1,100	1,200
2051	Gas and Lubrications	27,435	80,100	59,300	64,700
2101	Materials and Supplies	118,733	165,400	175,400	175,400
2150	Rents and Leases	158,544	166,600	199,600	199,600
2170	General Insurance	462,500	462,500	549,500	596,200
2222	Repairs and Maint. Other	10,070	10,000	10,000	10,000
2281	Printing	496	500	500	500
2401	Contractual Services	808,784	552,200	641,900	647,000
	Subtotal	1,616,423	1,481,500	1,668,100	1,726,700
Capital Outlay					
5408	Office Furniture & Equipment			2,000	
	Subtotal	0	0	2,000	0
Special Programs					
8504	Bluebird Canyon City Trees	1,200			
	Subtotal	1,200	0	0	0
	Grand Total	\$2,385,110	\$2,381,500	\$2,630,000	\$2,723,100

Street Maintenance Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Maintenance Lead Worker	2	1	1	\$143,700	\$63,800	\$69,000
Motor Sweeper Operator	2	2	2	137,500	146,600	151,000
Maintenance Worker II		2	2		108,700	117,500
Maintenance Worker I		1	1		44,600	48,300
Equipment Operator	1			65,400		
TOTAL	5	6	6	\$346,600	\$363,700	\$385,800

Utility Undergrounding Division

*Public Works
General Fund Fund/3107*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time			\$380,500	\$395,500
1009	Salaries, Redistributed			(225,400)	(225,400)
1101	Retirement	<i>Numbers not available, new division.</i>		78,900	88,600
1300	Employee Group Insurance			55,500	59,700
1318	Medicare Insurance			3,900	4,100
	Subtotal	0	0	293,400	322,500
Maintenance and Operations					
2011	Training, Travel and Dues			5,200	5,200
2031	Telephone			800	800
2101	Materials and Supplies	<i>Numbers not available, new division.</i>		1,500	1,500
2281	Printing			500	500
	Subtotal	0	0	8,000	8,000
	Grand Total	\$0	\$0	\$301,400	\$330,500

Utility Undergrounding Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Undergrounding Program Manager		1	1		\$164,800	\$169,700
Project Manager		2	2		215,700	225,800
TOTAL		3	3	\$0	\$380,500	\$395,500

Solid Waste Division*Public Works
General Fund/3201*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$90,076	\$85,000	\$101,300	\$104,000
1003	Salaries, Part Time	14,267	20,400	25,200	25,200
1006	Salaries, Overtime	2,249	3,000	3,100	3,200
1009	Salaries, Redistributed	4,000	4,000	6,000	6,000
1038	Sick Leave Payoff	800	900	900	900
1040	Vacation Payoff	1,200	1,300	1,400	1,500
1101	Retirement	16,906	16,700	21,000	23,300
1103	P.A.R.S. Retirement	536	800	1,000	1,000
1104	P.E.R.S. Unfunded Liability	8,500	7,300	6,000	4,500
1201	Workers' Compensation	1,000	1,000	1,000	1,000
1300	Employee Group Insurance	16,000	17,200	18,500	19,900
1318	Medicare Insurance	1,522	1,600	1,900	1,900
	Subtotal	157,056	159,200	187,300	192,400
Maintenance and Operations					
2011	Training, Travel and Dues	387	600	1,500	1,500
2031	Telephone	71	300	100	100
2101	Materials and Supplies	1,178	1,300	1,300	1,300
2170	General Insurance	1,700	1,700	2,000	2,100
2281	Printing	5,400	5,000	5,000	5,000
2401	Contractual Services	1,900,108	1,952,100	1,955,900	2,003,800
2432	Postage	2,500	2,500	2,500	2,500
2804	Cost Redistributed	21,400	21,400	22,900	22,900
	Subtotal	1,932,744	1,984,900	1,991,200	2,039,200
Capital Outlay					
5408	Office Furniture & Equipment	2,423			
	Subtotal	2,423	0	0	0
Special Programs					
8105	Recycling Grant Programs	1,600	6,700	6,700	6,700
8117	Used Oil Recycling	6,577	5,000	7,000	7,000
8152	Waste Management Programs	5,398		23,400	23,400
8723	Solid Waste Landfills			71,600	99,800
8969	C & D Recycling Deposit	3,043	40,000		
	Subtotal	16,618	51,700	108,700	136,900
	Grand Total	\$2,108,841	\$2,195,800	\$2,287,200	\$2,368,500

Solid Waste Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Sr. Public Works Analyst/ Solid Waste Program Coordinator Bilingual Pay	1	1	1	\$85,000	\$100,400 900	\$103,100 900
TOTAL	1	1	1	\$85,000	\$101,300	\$104,000

Measure LL Public Works

Public Works
Measure LL Fund/3104, 3106 & 3107

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time			\$82,400	\$84,900
1038	Sick Leave Payoff			1,000	1,000
1040	Vacation Payoff	<i>Numbers not available, new Fund</i>		1,100	1,000
1101	Retirement			17,100	19,000
1201	Workers' Compensation			2,000	2,100
1300	Employee Group Insurance			18,500	19,900
1318	Medicare Insurance			1,200	1,200
	Subtotal	0	0	123,300	129,100
Maintenance and Operations					
2001	Uniforms and Laundry			1,300	1,300
2051	Gas and Lubrications			1,000	1,000
2222	Repairs and Maint. Other	<i>Numbers not available, new Fund</i>		3,000	3,000
2401	Contractual Services			240,100	247,300
	Subtotal	0	0	245,400	252,600
Capital Improvements					
9742	Faciliate Evacuation Rt/Safety			900,000	900,000
9743	Legislative & Regulation Cost			100,000	100,000
	Subtotal	0	0	1,000,000	1,000,000
	Grand Total	\$0	\$0	\$1,368,700	\$1,381,700

Measure LL Street Maintenance Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Maint Lead Worker		1	1		\$82,400	\$84,900
TOTAL		1	1		\$82,400	\$84,900

Transit Administration Division*Public Works
Transit Fund/3401*

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2015-16	2016-17	2017-18	2018-19
Salaries and Wages					
1001	Salaries, Full Time		\$33,000		
1003	Salaries, Part Time	\$37,255		\$37,900	\$39,800
1009	Salaries, Redistributed	102,900	102,900	26,000	26,000
1101	Retirement	(67,478)	6,600		
1103	P.A.R.S. Retirement	1,381		1,400	1,500
1201	Workers' Compensation	1,400	1,400	1,500	1,600
1300	Employee Group Insurance	9,600	10,300		
1318	Medicare Insurance	540	500	600	600
	Subtotal	112,501	154,700	67,400	69,500
Maintenance and Operations					
2021	Natural Gas	401	500	400	400
2031	Telephone	115	500	100	100
2101	Materials and Supplies	187	1,000	1,000	1,000
2170	General Insurance	2,400	2,400	2,800	3,000
2222	Repairs and Maint. Other		200	200	200
2401	Contractual Services	5,089	5,200	5,200	5,200
2804	Costs Redistributed	181,000	181,000	210,000	210,000
	Depreciation	306,853			
	Subtotal	496,045	190,800	219,700	219,900
Special Programs					
8108	Transit Evening Services	4,245	35,000		
8123	Free Ride to Work Program		13,000	13,000	13,000
8124	Free Summer Fares		19,000	19,000	19,000
	Subtotal	4,245	67,000	32,000	32,000
	Grand Total	\$612,792	\$412,500	\$319,100	\$321,400

Transit Maintenance Division*Public Works
Transit Fund/3402*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time			\$76,500	\$82,700
1003	Salaries, Part Time	\$26,487	\$70,800	67,900	70,200
1006	Salaries, Overtime			2,500	2,500
1009	Salaries, Redistributed	210,900	210,900	237,800	237,800
1038	Sick Leave Payoff	(2,975)		1,000	1,000
1040	Vacation Payoff	(8,129)		1,000	1,000
1101	Retirement			8,800	9,600
1103	P.A.R.S. Retirement	1,024	2,700	2,500	2,600
1201	Workers' Compensation	1,700	1,700	1,800	1,900
1300	Employee Group Insurance			18,500	19,900
1318	Medicare Insurance	574	1,000	2,100	2,300
	Subtotal	229,581	287,100	420,400	431,500
Maintenance and Operations					
2001	Uniforms and Laundry	160	1,500	1,500	1,500
2011	Training, Travel and Dues			1,700	1,700
2027	Water	1,559		1,600	1,700
2031	Telephone	631		700	700
2051	Gas and Lubrications	3,329	3,500	3,200	3,300
2101	Materials and Supplies	10,678	23,700	23,700	23,700
2170	General Insurance	3,000	3,000	3,500	3,700
2201	Repairs and Maint. Automotive	138,623	95,000	114,800	118,200
2222	Repairs and Maint. Other	3,545	6,000	5,000	5,000
2281	Printing	623	500	500	500
2401	Contractual Services	3,295	3,000	3,000	3,100
	Subtotal	165,444	136,200	159,200	163,100
	Grand Total	\$395,025	\$423,300	\$579,600	\$594,600

Transit Maintenance Division Position

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
	Equipment Mechanic		1	1		\$76,500
TOTAL		1	1		\$76,500	\$82,700

Transit Festival Operations Division*Public Works
Transit Fund/3403*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1003	Salaries, Part Time	\$420,526	\$485,000	\$487,700	\$500,700
1006	Salaries, Overtime	46,465	30,000	30,900	31,800
1009	Salaries, Redistributed	26,200	26,200	35,700	35,700
1103	P.A.R.S. Retirement	17,494	18,200	18,300	18,800
1201	Workers' Compensation	3,100	3,100	3,300	3,500
1318	Medicare Insurance	6,770	7,500	7,500	7,700
	Subtotal	520,555	570,000	583,400	598,200
Maintenance and Operations					
2001	Uniforms and Laundry	281	4,000	3,500	3,500
2024	Electricity		700		
2031	Telephone	41	200	100	100
2051	Gas and Lubrications	29,709	112,500	61,000	66,400
2101	Materials and Supplies	15,938	10,000	16,100	16,100
2150	Rents and Leases	72,552	74,400	74,400	74,400
2170	General Insurance	5,600	5,600	6,600	7,100
2281	Printing	13,207	14,000	14,000	14,000
2401	Contractual Services	24,940	27,000	31,500	32,000
	Subtotal	162,268	248,400	207,200	213,600
	Grand Total	\$682,823	\$818,400	\$790,600	\$811,800

Transit Neighborhood Weekday Services Division

*Public Works
Transit Fund/3404*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$171,708	\$224,400	\$137,900	\$145,800
1003	Salaries, Part Time	223,087	125,900	196,800	202,700
1006	Salaries, Overtime	12,299	10,500	25,000	25,000
1009	Salaries, Redistributed	(52,400)	(52,400)	(100,900)	(100,900)
1038	Sick Leave Payoff	(312)	2,900	3,000	3,100
1040	Vacation Payoff	2,801	5,100	2,600	2,600
1101	Retirement	31,407	45,000	28,800	32,800
1103	P.A.R.S. Retirement	8,693	4,700	7,400	7,600
1201	Workers' Compensation	5,200	5,200	5,600	6,100
1300	Employee Group Insurance	64,000	68,800	37,000	39,800
1318	Medicare Insurance	5,903	5,200	5,200	5,400
	Subtotal	472,386	445,300	348,400	370,000
<u>Maintenance and Operations</u>					
2001	Uniforms and Laundry	385	1,500	1,500	1,500
2011	Training, Travel and Dues	122	2,200	6,600	6,600
2021	Natural Gas	778	1,300	900	900
2024	Electricity	8,424	8,900	8,800	9,200
2027	Water	3,142	3,300	3,300	3,500
2031	Telephone	389	300	400	400
2051	Gas and Lubrications	41,619	120,000	67,500	72,400
2101	Materials and Supplies	3,520	4,000	4,800	4,000
2170	General Insurance	14,500	14,500	17,200	18,700
2281	Printing	5,716	12,000	12,000	12,000
2401	Contractual Services	35,673	49,500	66,500	66,500
	Subtotal	114,267	217,500	189,500	195,700
<u>Capital Outlay</u>					
5408	Office Furniture & Equipment			3,800	
	Subtotal	0	0	3,800	0
<u>Special Programs</u>					
8095	AQMD Grant Funds	1,395	1,700	1,700	1,700
8107	GPS Tracking Festival Buses	5,024	4,000		
8304	Paratransit Costs	78,000	86,700	98,200	98,200
	Subtotal	84,419	92,400	99,900	99,900
	Grand Total	\$671,073	\$755,200	\$641,600	\$665,600

Transit Neighborhood Weekday Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
	Transit Supervisor	1	1	1	\$62,800	\$73,500
Bus Driver	3	1	1	161,600	64,400	66,300
TOTAL	4	2	2	\$224,400	\$137,900	\$145,800

Transit Trolley Weekend Operations Division

*Public Works
Transit Fund/3405*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1003	Salaries, Part Time	\$269,404	\$287,500	\$296,200	\$306,300
1006	Salaries, Overtime	4,101			
1009	Salaries, Redistributed	63,600	63,600	35,700	35,700
1103	P.A.R.S. Retirement	10,241	10,800	11,100	11,500
1318	Medicare Insurance	3,960	4,200	4,300	4,400
	Subtotal	351,306	366,100	347,300	357,900
Maintenance and Operations					
2001	Uniforms and Laundry		3,000	3,000	3,000
2051	Gas and Lubrications	48,425	40,900	67,100	72,500
2101	Materials and Supplies	30,973	33,400	33,400	33,400
2150	Rents and Leases	114,300	158,100	129,100	129,100
2201	Repairs & Maint. Automotive	47,842	45,000	75,000	75,000
2222	Repairs & Maint. Other	722	1,900	1,000	1,000
2281	Printing		500	500	500
2401	Contractual Services	21,398			
	Subtotal	263,660	282,800	309,100	314,500
	Grand Total	\$614,966	\$648,900	\$656,400	\$672,400

Transit Neighborhood Weekend Services Division

*Public Works
Transit Fund/3406*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Salaries and Wages</u>					
1003	Salaries, Part Time			\$103,100	\$106,200
1009	Salaries, Redistributed	<i>Numbers not available, new division.</i>		119,700	119,700
1103	P.A.R.S. Retirement			3,900	4,000
1318	Medicare Insurance			1,500	1,500
	Subtotal	0	0	228,200	231,400
<u>Maintenance and Operations</u>					
2001	Uniforms and Laundry			12,500	13,500
2101	Materials and Supplies	<i>Numbers not available, new division.</i>		17,500	17,500
2201	Repairs & Maint. Automotive			34,200	34,200
2222	Repairs & Maint. Other			1,000	1,000
	Subtotal	0	0	65,200	66,200
	Grand Total	\$0	\$0	\$293,400	\$297,600

Traffic, Parking and Signs Maintenance

*Public Works
Parking Authority Fund/3501*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$346,418	\$360,900	\$384,700	\$396,300
1003	Salaries, Part Time	59,804	64,900	53,200	54,700
1006	Salaries, Overtime	12,241	20,600	21,200	20,600
1009	Salaries, Redistributed	(68,800)	(68,800)	(129,200)	(129,200)
1038	Sick Leave Payoff	2,100	2,200	2,300	2,400
1040	Vacation Payoff	1,300	1,400	1,500	1,600
1053	Holiday Allowance	308			
1101	Retirement	64,845	72,300	79,900	89,000
1103	P.A.R.S. Retirement	2,368	2,400	2,000	2,100
1104	P.E.R.S. Unfunded Liability			19,300	19,300
1201	Workers' Compensation	3,100	3,100	3,300	3,500
1300	Employee Group Insurance	80,000	86,000	92,500	99,500
1318	Medicare Insurance	4,626	5,100	5,000	5,100
	Subtotal	508,309	550,100	535,700	564,900
Maintenance and Operations					
2001	Uniforms and Laundry	1,577	2,300	2,000	2,000
2011	Training, Travel and Dues	1,135	1,000	2,000	2,000
2024	Electricity	13,759	14,900	14,400	15,100
2027	Water	2,324	4,500	2,400	2,500
2031	Telephone	3,046	3,000	3,200	3,400
2051	Gas and Lubrications	4,032	13,800	11,400	11,400
2101	Materials and Supplies	84,983	60,500	76,000	76,000
2150	Rents and Leases	26,200	26,200	20,900	20,900
2170	General Insurance	5,600	5,600	6,600	7,100
2201	Repairs and Maint. Automotive	2,437	6,000	5,000	5,000
2222	Repairs and Maint. Other	9,997	19,000	14,500	14,500
2281	Printing	7,550	13,500	13,500	13,500
2401	Contractual Services	679,075	659,900	688,000	701,400
2432	Postage	5,446			
2804	Costs Redistributed	159,300	159,300	192,400	192,400
	Subtotal	1,006,460	989,500	1,052,300	1,067,200
Capital Outlay					
5622	Other Equipment			2,200	
	Subtotal	0	0	2,200	0
Special Programs					
8811	Parking Lot Credit Card Machines	18,711		219,900	184,100
	Subtotal	18,711	0	219,900	184,100
Capital Improvements					
9110	Glenneyre Structure Repairs			300,000	1,000,000
9854	Trolley Parking Location Analysis			50,000	
	Subtotal	0	0	350,000 ¹	1,000,000 ²
	Grand Total	\$1,533,480	\$1,539,600	\$2,160,100	\$2,816,200

¹ Represents two individual projects. See Capital Improvement Project Summary (page 178).

² Represents one individual project. See Capital Improvement Project Summary (page 184).

Traffic, Parking and Signs Maintenance Position

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Adopted	Adopted	Adopted	Adopted	Adopted
	Budget	Budget	Budget	Budget	Budget	Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Maintenance Supervisor	1	1	1	\$93,500	\$99,600	\$102,600
Maintenance Lead Worker	1	1	1	77,300	82,400	84,900
Traffic Maint Technician	1	1	1	68,700	73,300	75,500
Maintenance Worker II	1	1	1	65,000	69,300	71,400
Maintenance Worker I	1	1	1	56,400	60,100	61,900
TOTAL	5	5	5	\$360,900	\$384,700	\$396,300

Parking Management & Operations Division

*Public Works
Parking Fund/3502*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$142,856	\$226,900	\$241,900	\$249,200
1003	Salaries, Part Time	66,930	94,000	70,800	73,200
1006	Salaries, Overtime	1,057		5,000	5,000
1009	Salaries, Redistributed	(168,700)	(168,700)	(21,100)	(21,100)
1038	New Sick Leave Payoff	1,700	1,700	1,800	1,900
1040	Vacation Payoff	1,100	1,200	1,300	1,400
1101	Retirement	26,011	45,400	50,100	55,800
1103	P.A.R.S. Retirement	1,817	3,500	2,700	2,700
1104	PERS Unfunded Liability	18,800	15,900	13,200	9,900
1201	Workers' Compensation	1,600	1,600	1,700	1,800
1300	Employee Group Insurance	32,000	34,400	37,000	39,800
1318	Medicare Insurance	2,822	4,700	4,600	4,700
	Subtotal	127,994	260,600	409,000	424,300
Maintenance and Operations					
2001	Uniforms and Laundry	626	700	700	700
2011	Training, Travel and Dues	2,525	2,500	3,200	3,200
2031	Telephone and Internet	812		900	900
2101	Materials and Supplies	19,618	42,000	42,000	42,000
2150	Rents and Leases	74,413	114,000	114,000	115,000
2170	General Insurance			500	500
2222	Repairs and Maint. Other	6,095	10,000	10,000	10,000
2281	Printing	688	7,200	7,200	7,200
2401	Contractual Services	52,974	57,000	62,000	62,000
	Subtotal	157,753	233,400	240,500	241,500
Capital Outlay					
5622	Other Equipment	99,886	72,000		
	Subtotal	99,886	72,000	0	0
Special Programs					
8092	Summer Festivals Parking		30,600	30,600	30,600
8305	Festival Tram Fares	110,000	110,000	110,000	110,000
8727	Summer Breeze			85,000	85,000
	Subtotal	110,000	140,600	225,600	225,600
	Grand Total	\$495,632	\$706,600	\$875,100	\$891,400

Parking Management and Operations Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
	Deputy Director Public Works	1	1	1	\$141,900	\$151,300
Sr. Administrative Analyst	1	1	1	85,000	90,600	93,400
TOTAL	2	2	2	\$226,900	\$241,900	\$249,200

Street Lighting Division

*Public Works
Street Lighting Fund/3601*

Account No. Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Salaries and Wages</u>				
1009 Salaries, Redistributed	\$83,900	\$87,600	\$381,800	\$381,800
Subtotal	83,900	87,600	381,800	381,800
<u>Maintenance and Operations</u>				
2024 Electricity	208,374	217,700	218,800	229,700
2101 Materials and Supplies		3,000	3,000	3,000
2222 Repairs and Maint. Other		2,000	2,000	2,000
2401 Contractual Services	19,705	15,000	45,000	15,000
2405 Legal Fees			1,000,000	
Subtotal	228,080	237,700	1,268,800	249,700
<u>Special Programs</u>				
8331 Street Light Shields		10,000		
8433 Streetlight Acquisition Evaluation	10,000			
8432 Utility Undergrounding Consultant	530	50,000		
8621 Holiday Lighting Program	35,000	35,000	70,000	70,000
Subtotal	45,530	95,000	70,000	70,000
<u>Capital Improvements</u>				
9437 Third Street Pedestrian Lighting	3,210			
9407 LCR Master Plan & Utility			1,500,000	300,000
9855 Street Light Acquisition			570,000	300,000
Subtotal	3,210	0	2,070,000	600,000 *
Grand Total	\$360,719	\$420,300	\$3,790,600	\$1,301,500

* Represents two projects. See Capital Improvement Project Summary (page 178) and page 182 for project details.

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 25 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 the City policies necessary to meet federal Clean Water Act requirements.

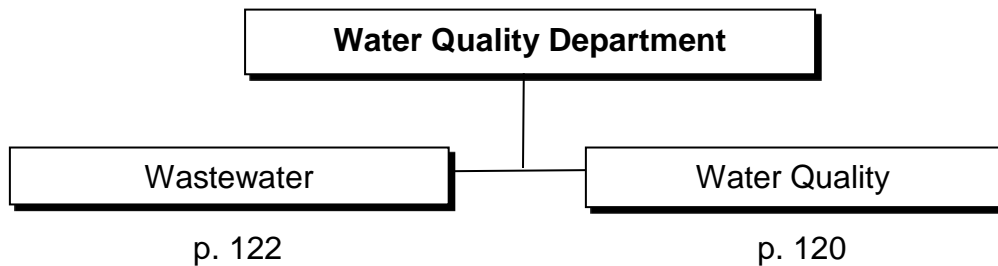
The Division has 13 staff allocated to it for FY 2017-18. This includes 10 crewmembers, a project manager, the Director of Water Quality and an administrative assistant position.

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 2015 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 Management Plan.

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:



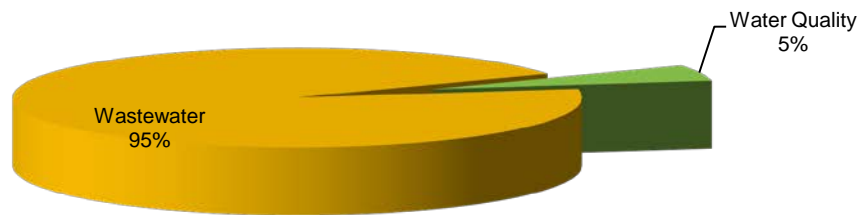
Water Quality Department Budget Summary

*All
Divisions*

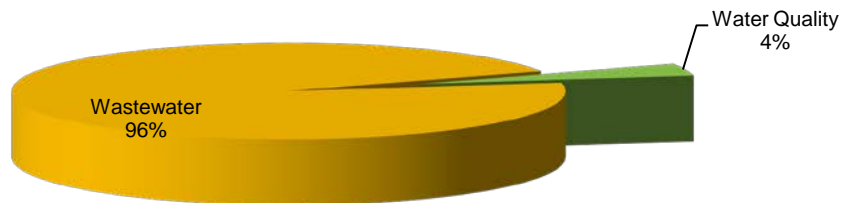
<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE FY 2017-18</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Water Quality	\$320,600	\$56,500		\$189,900		\$567,000
Wastewater	1,673,400	4,130,700	\$19,400	230,500	4,361,000	\$10,415,000
Department Total	\$1,994,000	\$4,187,200	\$19,400	\$420,400	\$4,361,000	\$10,982,000

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE FY 2018-19</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Water Quality	\$331,000	\$55,900		\$144,900		\$531,800
Wastewater	1,806,500	4,303,200	\$2,600	176,000	6,457,000	\$12,745,300
Department Total	\$2,137,500	\$4,359,100	\$2,600	\$320,900	\$6,457,000	\$13,277,100

Summary By Division FY 2017-18



Summary By Division FY 2018-19



Water Quality Department Budget Detail

*All
Divisions*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$1,107,076	\$1,215,500	\$1,301,000	\$1,383,000
1003	Salaries, Part Time	261	5,700		
1006	Salaries, Overtime	63,236	37,500	38,600	39,700
1009	Salaries, Redistributed	20,000	20,000	21,900	21,900
1038	Sick Leave Payoff	26,268	23,000	23,700	24,500
1040	Vacation Payoff	26,402	19,500	20,500	21,600
1042	Comp Time Payoffs	200	200	200	200
1059	Residency Incentive	3,958	7,800		
1101	Retirement*	(139,688)	234,200	260,600	299,900
1103	P.A.R.S. Retirement	732	200		
1104	P.E.R.S. Unfunded Liability	17,900	15,300	12,700	9,600
1201	Workers' Compensation	16,700	16,700	17,900	19,300
1300	Employee Group Insurance	240,000	258,000	277,500	297,200
1318	Medicare Insurance	17,342	18,400	19,400	20,600
	Subtotal	1,400,386	1,872,000	1,994,000	2,137,500
Maintenance and Operations					
2001	Uniforms and Laundry	8,794	7,900	7,900	7,900
2011	Training, Travel and Dues	13,011	18,600	21,700	21,700
2021	Natural Gas	1,828	2,200	2,500	2,600
2024	Electricity	173,600	172,600	182,300	191,500
2027	Water	6,936	8,500	7,300	7,700
2031	Telephone	10,278	9,700	10,800	11,300
2051	Gas and Lubrications	18,081	31,900	33,100	33,100
2101	Materials and Supplies	83,323	61,800	63,100	63,200
2150	Rents and Leases	159,000	159,000	159,000	159,000
2170	General Insurance	126,500	126,600	240,200	252,600
2201	Repairs and Maint. Auto.	12,355	25,400	25,400	25,400
2222	Repairs and Maint. Other	40,569	88,300	88,300	88,300
2281	Printing		2,500	3,500	2,500
2401	Contractual Services	237,244	121,200	346,000	191,400
2402	Contractual SOCWA Operation	1,990,299	1,961,100	2,078,000	2,200,000
2432	Postage		1,000	1,000	1,000
2521	State Loan Principal & Interest	96,277	855,000	681,000	865,000
2522	Loan Administration Fees	11,766	15,100	9,400	8,200
2804	Costs Redistributed	198,000	198,000	226,700	226,700
2732	Depreciation	1,399,232			
	Subtotal	4,587,093	3,866,400	4,187,200	4,359,100

* GASB 68 Adjustment

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

**All
Divisions**

Account	Actual	Adopted	Adopted	Adopted
No. Account Title	Expenditures	Budget	Budget	Budget
	2015-16	2016-17	2017-18	2018-19
Capital Outlay				
5408 Office Furniture and Equipment	2,366		7,400	2,600
5622 Other Equipment			12,000	
Subtotal	2,366	0	19,400	2,600
Special Programs				
Special Programs	126,622	379,400	420,400	320,900
Subtotal	126,622	379,400	420,400	320,900
Capital Improvements				
Capital Improvement Projects*	31,956	3,080,000	4,361,000	6,457,000
Subtotal	31,956	3,080,000	4,361,000	6,457,000
Grand Total	\$6,148,422	\$9,197,800	\$10,982,000	\$13,277,100

* Represents twenty projects funded from the Wastewater Fund. See Water Quality Department Capital Improvement Project Section (p. 202) for project descriptions.

**Water Quality Department
Position Summary**

**All
Divisions**

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Water Quality Director	1	1	1	\$196,600	\$209,600	\$215,700
Project Manager	1	1	1	93,200	101,100	109,300
Sr. Water Quality Analyst	1	1	1	102,800	109,600	112,900
Maintenance Supervisor	1	1	1	93,500	99,700	102,600
Sr. Operation Supervisor	1	1	1	80,600	97,900	109,300
Maintenance Lead Worker	1	1	1	77,300	82,400	84,900
Environmental Specialist	1	1	1	75,300	80,300	82,700
Administrative Assistant	1	1	1	60,800	66,900	75,500
Instrumentation/Electrical Technician	1	1	1	58,500	70,200	77,600
Maintenance Worker II	2	2	2	130,100	138,700	142,800
Maintenance Worker I	4	4	4	199,800	197,600	222,700
Housing Assistance Program				47,000	47,000	47,000
TOTAL	15	15	15	\$1,215,500	\$1,301,000	\$1,383,000

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

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$152,454	\$178,100	\$189,900	\$195,600
1006	Salaries, Overtime	3,636	6,200	6,400	6,600
1009	Salaries, Redistributed	21,400	21,400	27,000	27,000
1038	Sick Leave Payoff	1,700	1,800	1,900	2,000
1040	Vacation Payoff	1,500	1,600	1,700	1,800
1042	Comp Time Payoffs	200	200	200	200
1101	Retirement	28,405	35,600	39,400	43,800
1104	P.E.R.S. Unfunded Liability	17,900	15,300	12,700	9,600
1201	Workers' Compensation	1,500	1,500	1,600	1,700
1300	Employee Group Insurance	32,000	34,400	37,000	39,800
1318	Medicare Insurance	2,207	2,700	2,800	2,900
	Subtotal	262,901	298,800	320,600	331,000
Maintenance and Operations					
2011	Training, Travel and Dues	2,000	2,300	2,300	2,300
2024	Electricity	3,009	2,900	3,200	3,400
2027	Water	183	200	200	200
2031	Telephone	170	700	200	200
2051	Gas and Lubrications	249	800	800	800
2101	Materials and Supplies	265	600	600	600
2150	Rents and Leases	4,300	4,300	4,300	4,300
2170	General Insurance	2,600	2,600	3,000	3,200
2201	Repairs and Maint. Auto.	995	600	600	600
2222	Repairs and Maint. Other		500	500	500
2281	Printing		1,000	2,000	1,000
2401	Contractual Services	28,910	3,200	38,300	38,300
2432	Postage		500	500	500
	Subtotal	42,682	20,200	56,500	55,900
Special Programs					
8093	Electric Vehicle Charging Sta.	19,569		1,200	1,200
8303	Public Education	8,020	8,600	8,600	8,600
8314	Water Quality Special Projects		4,000	4,000	4,000
8420	Total Maximum Daily Load Com	10,692	15,000	15,000	15,000
8533	NPDES Storm Water Permit	76,561	107,800	111,100	111,100
8968	ASBS Compliance BDGHT	10,258	5,000	50,000	5,000
	Subtotal	125,099	140,400	189,900	144,900
	Grand Total	\$430,682	\$459,400	\$567,000	\$531,800

Water Quality Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Sr. Water Quality Analyst	1	1	1	\$102,800	\$109,600	\$112,900
Environmental Specialist	1	1	1	75,300	80,300	82,700
TOTAL	2	2	2	\$178,100	\$189,900	\$195,600

Wastewater Division

Water Quality Department
Wastewater Fund/3301 & 3302

Account No. Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages				
1001 Salaries, Full Time	\$954,622	\$1,037,400	\$1,111,100	\$1,187,400
1003 Salaries, Part Time	261	5,700		
1006 Salaries, Overtime	59,600	31,300	32,200	33,100
1009 Salaries, Redistributed	(1,400)	(1,400)	(5,100)	(5,100)
1038 Sick Leave Payoff	24,568	21,200	21,800	22,500
1040 Vacation Payoff	24,902	17,900	18,800	19,800
1059 Residency Incentive	3,958	7,800		
1101 Retirement	(168,094)	198,600	221,200	256,100
1103 P.A.R.S. Retirement	732	200		
1106 Pension Expense	107,715			
1201 Workers' Compensation	15,200	15,200	16,300	17,600
1300 Employee Group Insurance	208,000	223,600	240,500	257,400
1318 Medicare Insurance	15,135	15,700	16,600	17,700
Subtotal	1,245,199	1,573,200	1,673,400	1,806,500
Maintenance and Operations				
2001 Uniforms and Laundry	8,794	7,900	7,900	7,900
2011 Training, Travel and Dues	11,011	16,300	19,400	19,400
2021 Natural Gas	1,828	2,200	2,500	2,600
2024 Electricity	170,591	169,700	179,100	188,100
2027 Water	6,752	8,300	7,100	7,500
2031 Telephone	10,108	9,000	10,600	11,100
2051 Gas and Lubrications	17,833	31,100	32,300	32,300
2101 Materials and Supplies	83,059	61,200	62,500	62,600
2150 Rents and Leases	154,700	154,700	154,700	154,700
2170 General Insurance	123,900	124,000	237,200	249,400
2201 Repairs and Maint. Auto.	11,360	24,800	24,800	24,800
2222 Repairs and Maint. Other	40,569	87,800	87,800	87,800
2281 Printing		1,500	1,500	1,500
2401 Contractual Services	208,334	118,000	307,700	153,100
2402 Contractual SOCWA Operation	1,990,299	1,961,100	2,078,000	2,200,000
2432 Postage		500	500	500
2521 State Loan Principal & Interest	96,277	855,000	681,000	865,000
2522 Loan Administration Fees	11,766	15,100	9,400	8,200
2804 Costs Redistributed	198,000	198,000	226,700	226,700
2732 Depreciation	1,399,232			
Subtotal	4,544,411	3,846,200	4,130,700	4,303,200

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

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Capital Outlay					
5408	Other Equipment	2,366		7,400	2,600
5622	Other Equipment			12,000	
	Subtotal	2,366	0	19,400	2,600
Special Programs					
8206	Wastewater Grease Control	1,523	14,000	14,000	14,000
8613	Odor Control Treatment	1,620	65,000	2,000	2,000
8614	Private Sewer Lateral Asst.	6,334	160,000	160,000	160,000
8801	Mag. Hydro Odor Control	81,897			
8728	Mandated SSMP Audit Support			9,500	
8729	Operation Documentation			5,000	
8730	Sewer District Map Remastering			40,000	
	Subtotal	91,374	239,000	230,500	176,000
Capital Improvements					
	Capital Improvement Projects*	4,730,007	3,080,000	4,361,000	6,457,000
	Subtotal	4,730,007	3,080,000	4,361,000	6,457,000
	Grand Total	\$10,613,357	\$8,738,400	\$10,415,000	\$12,745,300

* Represents twenty projects funded from the Wastewater Fund. See Water Quality Department Capital Improvement Project Section (p. 202) for project descriptions.

Wastewater Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Water Quality Director	1	1	1	\$196,600	\$209,600	\$215,700
Project Manager	1	1	1	93,200	101,100	109,300
Sr. Operation Supervisor	1	1	1	80,600	97,900	109,300
Maintenance Supervisor	1	1	1	93,500	99,700	102,600
Maintenance Lead Worker	1	1	1	77,300	82,400	84,900
Administrative Assistant	1	1	1	60,800	66,900	75,500
Instrumentation/Electrical Technician	1	1	1	58,500	70,200	77,600
Maintenance Worker II	2	2	2	130,100	138,700	142,800
Maintenance Worker I	4	4	4	199,800	197,600	222,700
Housing Assistance Program				47,000	47,000	47,000
TOTAL	13	13	13	\$1,037,400	\$1,111,100	\$1,187,400

Community Development Department

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

Administrative Division - The Administrative Division consists of the Director of Community Development, Assistant Director of Community development and an Administrative Analyst. 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 intended to be 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 and is responsible for the City's Historic Preservation Program.

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 intended to be financially self-sustaining with building permit and plan check fees covering the operational expenses of the Division.

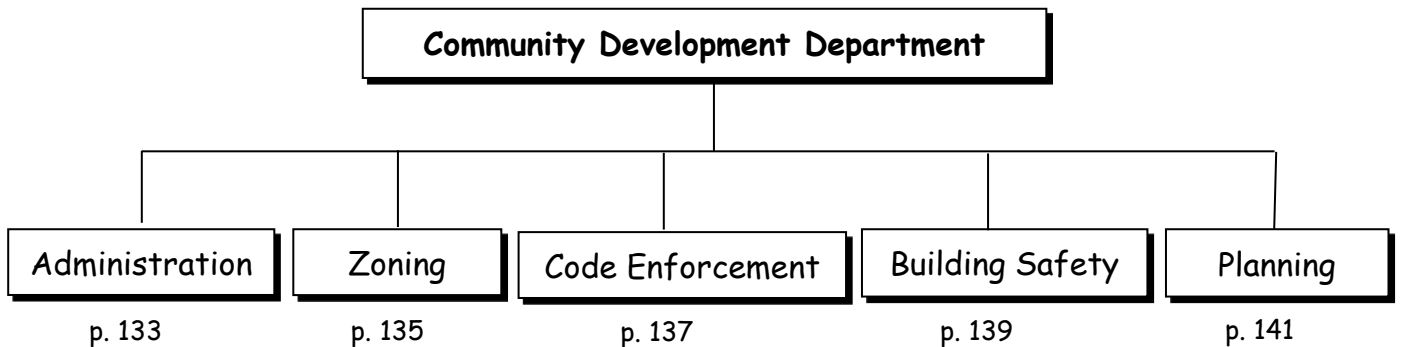
Planning Division - This Division is managed by the Planning Manager and is responsible for all current and advanced planning projects, such as Conditional Use Permits, Subdivisions, Specific Plans and the City General Plan. The Planning Division is also responsible for the majority of the Department's Special Projects. Current Special Projects that maintain high City Council priorities are listed below. Additionally, the Division implements the View Preservation and Restoration Ordinance and the Hedge Height Ordinance. The Planning Division provides staff support to the Planning Commission, Housing and Human Services Committee and the View Restoration Committee.

Code Enforcement Division - This Division is managed by the Code Enforcement Supervisor and is responsible for enforcing the standards of the Laguna Beach Municipal Code. Code Enforcement investigates possible violations of the code, which include sign regulations, zoning, property maintenance, business license requirements, and noise abatement. Code Enforcement also works with property and business owners with the implementation of the City's Floodplain Management Ordinance.

Major Department Initiatives:

- Update to the Downtown Specific Plan/Laguna Canyon Planning Storm
- View Preservation and Restoration Program
- Historical Inventory and Ordinance Update
- Comprehensive Customer Service Program
- General Plan Updates (Landscape and Scenic Highways Element)

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:



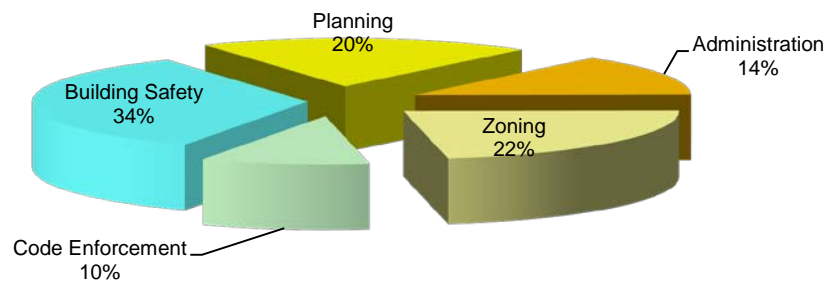
Community Development Department Budget Summary

**All
Divisions**

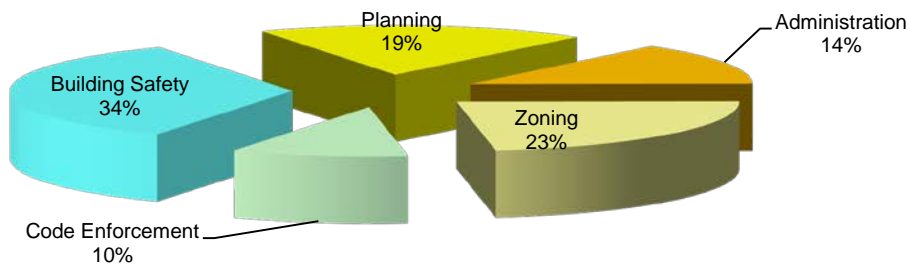
<u>Division</u>	MAJOR CATEGORY OF EXPENDITURE FY 2017-18					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Administration	\$642,200	\$139,200		\$1,000		\$782,400
Zoning	1,156,800	93,600	4,800	30,000		\$1,285,200
Code Enforcement	429,800	132,700				\$562,500
Building Safety	1,510,900	409,300	2,200	25,000		\$1,947,400
Planning	1,033,700	79,700	2,200			\$1,115,600
Department Total	\$4,773,400	\$854,500	\$9,200	\$56,000	\$0	\$5,693,100

<u>Division</u>	MAJOR CATEGORY OF EXPENDITURE FY 2018-19					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Administration	\$666,800	\$141,000		\$1,000		\$808,800
Zoning	1,223,500	94,700		30,000		\$1,348,200
Code Enforcement	461,200	133,200				\$594,400
Building Safety	1,579,100	411,400		25,000		\$2,015,500
Planning	1,031,900	81,000				\$1,112,900
Department Total	\$4,962,500	\$861,300	\$0	\$56,000	\$0	\$5,879,800

Summary By Division FY 2017-18



Summary By Division FY 2018-19



Community Development Department Budget Detail

*All
Divisions*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$2,479,620	\$2,663,300	\$3,032,800	\$3,182,200
1003	Salaries, Part Time	41,361	41,000	103,500	56,000
1006	Salaries, Overtime	72,022	49,200	50,800	52,400
1038	Sick Leave Payoff	27,000	27,900	28,800	29,700
1040	Vacation Payoff	54,300	57,200	60,300	63,600
1042	Comp Time Payoffs	700	700	700	700
1101	Retirement	459,318	534,800	628,800	712,800
1103	P.A.R.S. Retirement	1,556	1,500	3,900	2,100
1104	P.E.R.S. Unfunded Liability	253,600	236,600	196,600	147,400
1201	Workers' Compensation	27,000	27,000	28,900	31,100
1300	Employee Group Insurance	480,000	516,000	592,000	636,800
1318	Medicare Insurance	37,517	39,900	46,300	47,700
	Subtotal	3,933,994	4,195,100	4,773,400	4,962,500
<u>Maintenance and Operations</u>					
2011	Training, Travel and Dues	14,242	34,100	42,200	42,200
2024	Electricity	11,987	12,600	12,600	13,200
2027	Water	730	700	700	700
2031	Telephone	16,968	16,600	17,800	18,700
2051	Gas and Lubrications	5,045	9,900	10,100	10,200
2101	Materials and Supplies	28,643	22,700	25,400	26,000
2150	Rents and Leases	36,589	51,100	36,700	36,700
2170	General Insurance	47,000	47,000	55,600	60,200
2201	Repairs and Maint. Auto.	4,784	2,200	2,200	2,200
2222	Repairs and Maint. Other	2,535	5,000	5,000	5,000
2281	Printing	10,140	11,200	11,200	11,200
2401	Contractual Services	703,070	323,400	635,000	635,000
	Subtotal	881,731	536,500	854,500	861,300
<u>Capital Outlay</u>					
5408	Office Furniture & Equipment	6,856		9,200	
	Subtotal	6,856	0	9,200	0
<u>Special Programs</u>					
	Special Programs	41,762	179,300	56,000	56,000
	Subtotal	41,762	179,300	56,000	56,000
	Grand Total	\$4,864,343	\$4,910,900	\$5,693,100	\$5,879,800

**Community Development Department
Position Summary**

**All
Divisions**

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Dir. of Comm. Development	1	1	1	\$179,000	\$209,600	\$215,900
Asst. Dir of Comm. Development	1	1	1	154,600	164,800	169,600
Building Official	1	1	1	141,900	151,300	155,800
Zoning Administrator	1	1	1	141,900	151,300	155,800
Planning Manager		1	1		151,300	155,800
Deputy Building Official	1	1	1	122,800	130,900	134,800
Sr. Building Inspector/Plan Checker	1	1	1	102,800	109,600	112,900
Code Enfor. Officer	2	2	2	132,700	135,000	146,000
Code Enfor. Supervisor	1	1	1	93,500	76,200	81,300
Principal Planner	2	2	2	206,300	194,000	210,000
Senior Planner	2	2	2	201,600	219,200	225,800
Associate Planner *	3	6	6	245,200	500,000	538,300
Assistant Planner	3			198,000		
Building Inspector	2	3	3	158,400	266,200	278,600
Sr. Building Inspector	1			85,100		
Administrative Assistant	2	2	2	137,400	146,600	151,000
Sr. Permit Aide	3	4	4	195,000	261,600	275,800
Records Management Coordinator	1	1	1	60,400	64,400	66,300
Sr. Office Specialist	2	1	1	99,900	47,200	51,100
Office Specialist		1	1		44,400	48,000
Assignment Pay				6,800	7,400	7,600
Bilingual Pay					1,800	1,800
TOTAL	30	32	32	\$2,663,300	\$3,032,800	\$3,182,200

* One position funded by View Restoration Program

Administration DivisionCommunity Development
General Fund/4101

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$260,742	\$251,100	\$451,400	\$464,800
1006	Salaries, Overtime	3,428	5,900	6,100	6,300
1038	Sick Leave Payoff	2,400	2,500	2,600	2,700
1040	Vacation Payoff	5,900	6,200	6,600	7,000
1101	Retirement	47,910	50,200	93,600	104,100
1104	P.E.R.S. Unfunded Liability	25,200	21,500	17,900	13,400
1201	Workers' Compensation	1,800	1,800	1,900	2,000
1300	Employee Group Insurance	32,000	34,400	55,500	59,700
1318	Medicare Insurance	3,866	3,700	6,600	6,800
	Subtotal	383,246	377,300	642,200	666,800
<u>Maintenance and Operations</u>					
2011	Training, Travel and Dues	6,674	11,900	16,000	16,000
2024	Electricity	8,153	8,000	8,600	9,000
2027	Water	497	500	500	500
2031	Telephone	2,044	4,800	2,100	2,200
2101	Materials and Supplies	2,048	2,200	2,400	2,400
2170	General Insurance	12,900	12,900	15,300	16,600
2222	Repairs and Maint. Other		600	600	600
2281	Printing		300	300	300
2401	Contractual Services	104,418	93,400	93,400	93,400
	Subtotal	136,735	134,600	139,200	141,000
<u>Special Programs</u>					
8015	Heritage Committee	907	1,000	1,000	1,000
	Subtotal	907	1,000	1,000	1,000
	Grand Total	\$520,888	\$512,900	\$782,400	\$808,800

Administration Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Dir. of Comm. Development	1	1	1	\$179,000	\$209,600	\$215,900
Asst. Dir of Comm. Development*		1	1		164,800	169,600
Administrative Assistant	1	1	1	68,700	73,300	75,500
Assignment Pay				3,400	3,700	3,800
TOTAL	2	3	3	\$251,100	\$451,400	\$464,800

* Position Transferred from Planning Division.

Zoning DivisionCommunity Development
General Fund/4102

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$611,226	\$664,900	\$719,200	\$762,700
1003	Salaries, Part Time	18,172	21,500	36,500	36,500
1006	Salaries, Overtime	10,149	13,300	13,700	14,100
1038	Sick Leave Payoff	7,300	7,500	7,700	7,900
1040	Vacation Payoff	12,900	13,600	14,300	15,100
1042	Comp Time Payoffs	700	700	700	700
1101	Retirement	113,370	133,000	149,100	170,800
1103	P.A.R.S. Retirement	682	800	1,400	1,400
1104	P.E.R.S. Unfunded Liability	62,200	58,800	48,800	36,600
1201	Workers' Compensation	5,800	5,800	6,200	6,700
1300	Employee Group Insurance	128,000	137,600	148,000	159,200
1318	Medicare Insurance	9,215	10,100	11,200	11,800
	Subtotal	979,713	1,067,600	1,156,800	1,223,500
Maintenance and Operations					
2011	Training, Travel and Dues	570	10,000	10,500	10,500
2031	Telephone	1,133	1,800	1,200	1,300
2101	Materials and Supplies	6,569	6,500	6,700	6,700
2150	Rents and Leases		9,300		
2170	General Insurance	10,300	10,300	12,200	13,200
2222	Repairs and Maint. Other		600	600	600
2281	Printing	3,161	2,400	2,400	2,400
2401	Contractual Services	54,735	30,000	60,000	60,000
	Subtotal	76,467	70,900	93,600	94,700
Capital Outlay					
5408	Office Furniture & Equipment	1,328		4,800	
	Subtotal	1,328	0	4,800	0
Special Programs					
8501	Landscape Review Consulting		30,000	30,000	30,000
	Subtotal	0	30,000	30,000	30,000
	Grand Total	\$1,057,509	\$1,168,500	\$1,285,200	\$1,348,200

Zoning Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Zoning Administrator	1	1	1	\$141,900	\$151,300	\$155,800
Principal Planner	1	1	1	95,600	97,000	105,000
Associate Planner	2	4	4	158,300	324,600	351,200
Assistant Planner	2			132,000		
Administrative Assistant	1	1	1	68,700	73,300	75,500
Sr. Permit Aide	1	1	1	65,000	69,300	71,400
Assignment Pay				3,400	3,700	3,800
TOTAL	8	8	8	\$664,900	\$719,200	\$762,700

Code Enforcement Division*Community Development**General Fund/4103*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$246,598	\$277,900	\$259,300	\$279,300
1006	Salaries, Overtime	3,566	8,600	8,900	9,200
1038	Sick Leave Payoff	2,300	2,400	2,500	2,600
1040	Vacation Payoff	6,300	6,600	7,000	7,400
1101	Retirement	45,914	55,600	53,800	62,600
1104	P.E.R.S. Unfunded Liability	24,500	20,800	17,300	13,000
1201	Workers' Compensation	2,900	2,900	3,100	3,300
1300	Employee Group Insurance	64,000	68,800	74,000	79,600
1318	Medicare Insurance	3,607	4,200	3,900	4,200
	Subtotal	399,685	447,800	429,800	461,200
Maintenance and Operations					
2011	Training, Travel and Dues	1,952	1,300	1,300	1,300
2024	Electricity		800		
2031	Telephone	2,389	1,800	2,500	2,600
2051	Gas and Lubrications	130	2,200	2,400	2,500
2101	Materials and Supplies	3,533	2,600	2,700	2,700
2150	Rents and Leases	11,453	13,600	13,600	13,600
2170	General Insurance	3,100	3,100	3,600	3,900
2201	Repairs and Maint. Auto.	67	300	300	300
2222	Repairs and Maint. Other	210	800	800	800
2281	Printing	66	500	500	500
2401	Contractual Services	80,252	5,000	105,000	105,000
	Subtotal	103,153	32,000	132,700	133,200
	Grand Total	\$502,838	\$479,800	\$562,500	\$594,400

Code Enforcement Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Code Enfor. Supervisor	1	1	1	\$93,500	\$76,200	\$81,300
Code Enfor. Officer	2	2	2	132,700	135,000	146,000
Sr. Office Specialist	1	1	1	51,700	47,200	51,100
Bilingual Pay					900	900
TOTAL	4	4	4	\$277,900	\$259,300	\$279,300

Building Safety DivisionCommunity Development
General Fund/4104

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$726,229	\$849,600	\$960,000	\$1,001,700
1003	Salaries, Part Time	254			
1006	Salaries, Overtime	43,522	9,500	9,800	10,100
1038	Sick Leave Payoff	9,600	9,900	10,200	10,500
1040	Vacation Payoff	26,200	27,600	29,000	30,500
1101	Retirement	134,455	172,000	199,000	224,400
1104	P.E.R.S. Unfunded Liability	84,600	86,900	72,200	54,100
1201	Workers' Compensation	12,200	12,200	13,100	14,200
1300	Employee Group Insurance	160,000	172,000	203,500	218,900
1318	Medicare Insurance	11,140	12,500	14,100	14,700
	Subtotal	1,208,200	1,352,200	1,510,900	1,579,100
Maintenance and Operations					
2011	Training, Travel and Dues	3,740	5,700	5,700	5,700
2024	Electricity	3,834	3,800	4,000	4,200
2027	Water	234	200	200	200
2031	Telephone	9,910	7,400	10,400	10,900
2051	Gas and Lubrications	4,915	7,700	7,700	7,700
2101	Materials and Supplies	8,362	3,900	5,200	5,300
2150	Rents and Leases	20,635	23,700	18,600	18,600
2170	General Insurance	13,100	13,100	15,500	16,800
2201	Repairs and Maint. Auto.	4,717	1,900	1,900	1,900
2222	Repairs and Maint. Other	1,805	2,000	2,000	2,000
2281	Printing	2,352	2,500	2,500	2,500
2401	Contractual Services	446,001	120,000	335,600	335,600
	Subtotal	519,604	191,900	409,300	411,400
Capital Outlay					
5408	Office Furniture & Equipment	3,199		2,200	
	Subtotal	3,199	0	2,200	0
Special Programs					
8503	Document Scanning	15,374	15,000	25,000	25,000
	Subtotal	15,374	15,000	25,000	25,000
	Grand Total	\$1,746,377	\$1,559,100	\$1,947,400	\$2,015,500

Building Safety Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Building Official	1	1	1	\$141,900	\$151,300	\$155,800
Deputy Building Official	1	1	1	122,800	130,900	134,800
Sr. Building Inspector/Plan Checker	1	1	1	102,800	109,600	112,900
Building Inspector	2	3	3	158,400	266,200	278,600
Sr. Permit Aide	2	3	3	130,000	192,300	204,400
Records Management Coordinator	1	1	1	60,400	64,400	66,300
Office Specialist		1	1		44,400	48,000
Sr. Building Inspector	1			85,100		
Sr. Office Specialist	1			48,200		
Bilingual Pay					900	900
TOTAL	10	11	11	\$849,600	\$960,000	\$1,001,700

Planning DivisionCommunity Development
General Fund/4106

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$634,827	\$619,800	\$642,900	\$673,700
1003	Salaries, Part Time	22,934	19,500	67,000	19,500
1006	Salaries, Overtime	11,358	11,900	12,300	12,700
1038	Sick Leave Payoff	5,400	5,600	5,800	6,000
1040	Vacation Payoff	3,000	3,200	3,400	3,600
1101	Retirement	117,678	124,000	133,300	150,900
1103	P.A.R.S. Retirement	865	700	2,500	700
1104	P.E.R.S. Unfunded Liability	57,100	48,600	40,400	30,300
1201	Workers' Compensation	4,300	4,300	4,600	4,900
1300	Employee Group Insurance	96,000	103,200	111,000	119,400
1318	Medicare Insurance	9,688	9,400	10,500	10,200
	Subtotal	963,151	950,200	1,033,700	1,031,900
Maintenance and Operations					
2011	Training, Travel and Dues	1,306	5,200	8,700	8,700
2031	Telephone	1,492	800	1,600	1,700
2101	Materials and Supplies	8,130	7,500	8,400	8,900
2150	Rents and Leases	4,500	4,500	4,500	4,500
2170	General Insurance	7,600	7,600	9,000	9,700
2222	Repairs and Maint. Other	520	1,000	1,000	1,000
2281	Printing	4,562	5,500	5,500	5,500
2401	Contractual Services	17,663	75,000	41,000	41,000
	Subtotal	45,772	107,100	79,700	81,000
Capital Outlay					
5408	Office Furniture & Equipment	2,329		2,200	
	Subtotal	2,329	0	2,200	0
Special Programs					
8016	Senior Housing Task Force	14,337			
8320	Urban Planner	183,770			
8327	Update Downtown Plan	215			
8328	Landscape & Scenic Highways	7,648			
8415	View Preservation	3,281	133,300		
	Subtotal	209,251	133,300	0	0
	Grand Total	\$1,220,503	\$1,190,600	\$1,115,600	\$1,112,900

Planning Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Adopted	Adopted	Adopted	Adopted	Adopted
	Budget	Budget	Budget	Budget	Budget	Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Asst. Dir of Comm. Development*	1			\$154,600		
Planning Manager		1	1		\$151,300	\$155,800
Principal Planner	1	1	1	110,700	97,000	105,000
Senior Planner	2	2	2	201,600	219,200	225,800
Associate Planner **	1	2	2	86,900	175,400	187,100
Assistant Planner	1			66,000		
TOTAL	6	6	6	\$619,800	\$642,900	\$673,700

* Position Transferred to Administration Division.

** One position funded by View Restoration Program.

Community Services Department

The Community Services Department is organized into four divisions: Recreation Services, Swimming Pool, Community Assistance Grants, and the Alternative Sleeping Location. There are five authorized full-time positions, approximately 50 seasonal and part-time positions, and more than 100 contract instructors. A description of services provided by each division is as follows:

Recreation Services - The Recreation Services Division consists of four full-time and approximately five part-time 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 Laguna Beach Community and Susi Q Senior Center and the Lang Park Recreation Center. Class fees, sports programs, permit charges, rents, leases, and special program reimbursements generate about 85% of the Division's budget. This Division also organizes several special events each year, including Hospitality Night, the City-wide youth track meet, and the Brooks Street surf contest, to name just a few.

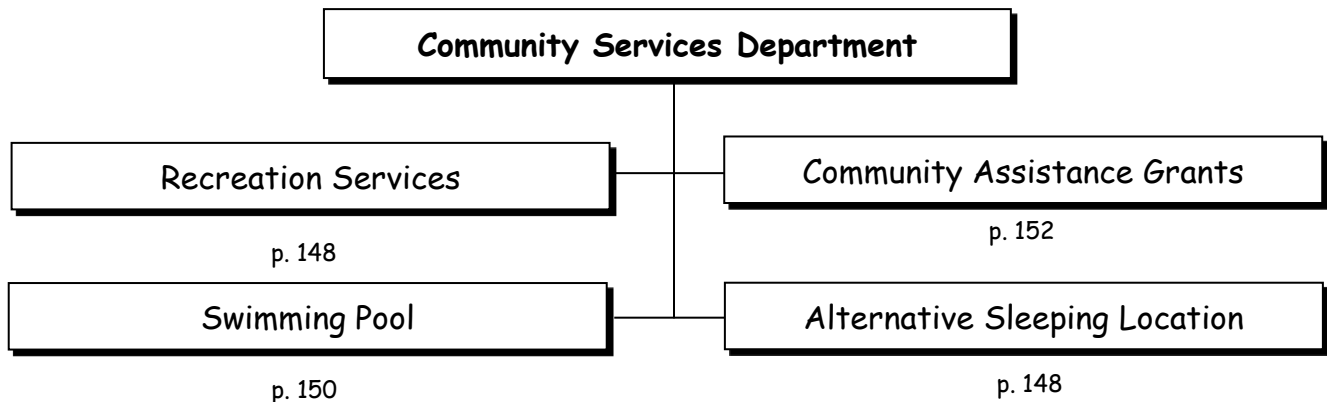
Swimming Pool - This Division has one full-time Aquatics Coordinator and approximately 45 seasonal personnel. The Division is responsible for managing the aquatic facility shared with the Laguna Beach Unified School District. Apart from maintaining the pool and related equipment, a variety of special programs are offered through the Recreation Division: beginning through advanced Red Cross swim lessons, recreational and lap swimming, aquatic exercises, youth swim and water polo teams, etc. The cost to operate the pool is shared with the School District. Expenses include utilities, chemicals, testing supplies, repairs, replacements, and maintenance.

Community Assistance Grants - The Community Assistance Grant Program provides funding to help support local community organizations. The total allocation for the fiscal year represents the lease payment received from the Festival of Arts. The City Council appoints two of its members to recommend the allocation of these funds to qualified non-profit organizations.

Alternative Sleeping Location - The City operates a year-round emergency shelter called the Alternative Sleeping Location (ASL). The ASL operates 365 days a year with a sleeping capacity of 45 individuals per night. In addition to a sleeping area, the ASL provides showers, laundry facilities, meals, transportation, and case management services.

Parking Lots and Meter Bags - The Community Services Department performs management of monthly rentals of three downtown lots, disbursement of temporary summer parking passes for ACT V, and administers the temporary summer parking passes for the Canyon area residents. The department also administers the parking meter bag program in addition to other miscellaneous functions such as the free ride to work program and transit tickets.

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:



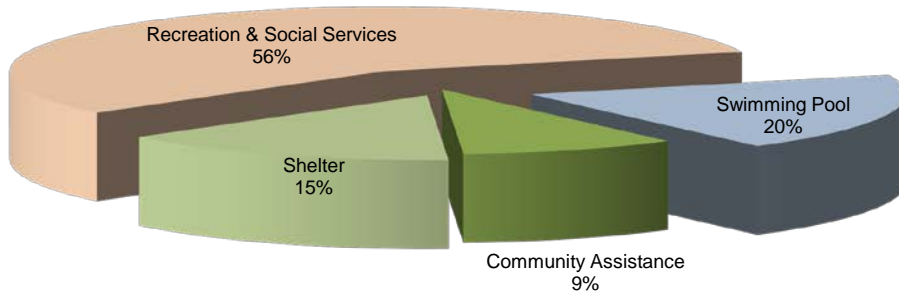
Community Services Department Budget Summary

*All
Divisions*

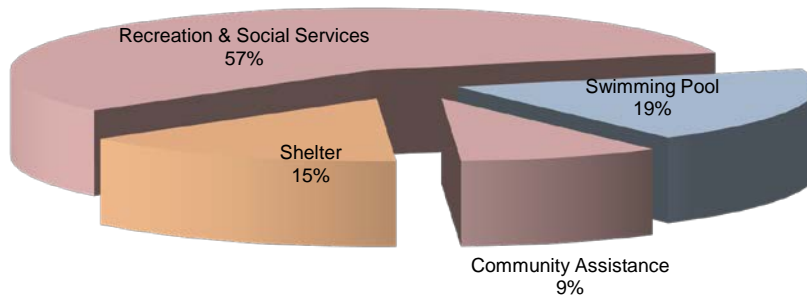
	MAJOR CATEGORY OF EXPENDITURE FY 2017-18					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Division						
Recreation & Social Serv.	\$689,400	\$821,100				\$1,510,500
Swimming Pool	244,000	280,800				\$524,800
Community Assistance				286,700		\$286,700
Shelter				397,200		\$397,200
Department Total	\$933,400	\$1,101,900	\$0	\$683,900	\$0	\$2,719,200

	MAJOR CATEGORY OF EXPENDITURE FY 2018-19					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Division						
Recreation & Social Serv.	\$711,600	\$851,400				\$1,563,000
Swimming Pool	252,200	288,100				\$540,300
Community Assistance				251,200		\$251,200
Shelter				407,600		\$407,600
Department Total	\$963,800	\$1,139,500	\$0	\$658,800	\$0	\$2,762,100

Summary By Division FY 2017-18



Summary By Division FY 2018-19



**Community Services Department
Budget Detail**

**All
Divisions**

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$318,995	\$349,900	\$365,600	\$384,400
1003	Salaries, Part Time	221,607	200,000	249,000	249,000
1006	Salaries, Overtime	12,336	12,100	15,900	16,200
1009	Salaries, Redistributed	58,300	58,700	69,000	69,000
1038	Sick Leave Payoff	3,800	4,000	4,100	4,200
1040	Vacation Payoff	7,800	8,200	8,700	9,300
1101	Retirement	60,406	69,700	75,800	86,200
1103	P.A.R.S. Retirement	9,081	7,500	9,300	9,300
1104	PERS Unfunded Liability	60,500	35,700	29,700	22,300
1201	Workers' Compensation	4,400	4,400	4,700	5,000
1300	Employee Group Insurance	80,000	92,800	92,500	99,500
1318	Medicare Insurance	8,378	8,100	9,100	9,400
	Subtotal	845,603	851,100	933,400	963,800
<u>Maintenance and Operations</u>					
2001	Uniforms and Laundry	3,754	3,400	3,700	4,000
2011	Training, Travel and Dues	9,734	15,200	15,700	15,900
2021	Natural Gas	33,624	49,500	42,200	44,300
2024	Electricity	85,438	81,800	89,700	94,200
2027	Water	23,402	25,000	24,600	25,800
2031	Telephone	4,323	6,100	4,500	4,800
2101	Materials and Supplies	84,378	77,900	78,600	78,600
2150	Rents and Leases	29,271	33,000	33,000	33,000
2170	General Insurance	10,700	10,700	12,600	13,600
2222	Repairs and Maint. Other	50,814	51,100	56,700	56,700
2281	Printing	36,778	35,000	40,400	40,400
2401	Contractual Services	682,704	691,300	683,900	711,900
2432	Postage	15,225	16,300	16,300	16,300
	Community Assistance	220,344	234,000	286,700	251,200
	Subtotal	1,290,488	1,330,300	1,388,600	1,390,700
<u>Capital Outlay</u>					
5305	Improvements Other than Buildings	66,500			
5408	Office Furniture & Equipment	15,544			
5622	Other Equipment	49,223	72,000		
	Subtotal	131,267	72,000	0	0
<u>Special Programs</u>					
	Special Programs	521,519	362,500	397,200	407,600
	Subtotal	521,519	362,500	397,200	407,600
	Grand Total	\$2,788,877	\$2,615,900	\$2,719,200	\$2,762,100

**Community Services Department
Position Summary**

**All
Divisions**

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Sr. Recreation Supervisor	1	1	1	\$84,400	\$94,900	\$102,600
Administrative Assistant	1	1	1	68,700	73,300	75,500
Sr. Services Coordinator	1	1	1	75,300	80,300	82,700
Aquatics Coordinator	1	1	1	65,000	57,000	61,700
Sr. Office Assistant	1	1	1	56,400	60,100	61,900
Sr. Recreation Supervisor*	0.5	0.5	0.5	49,200	54,200	55,800
TOTAL	5.5	5.5	5.5	\$399,000	\$419,800	\$440,200

* Position funded in Part Time Salaries.

Recreation & Services Division

*Community Services
General Fund/5101 & 5103*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$278,479	\$284,800	\$308,600	\$322,700
1003	Salaries, Part Time	75,793	71,000	120,000	120,000
1006	Salaries, Overtime	10,114	4,400	8,000	8,000
1009	Salaries, Redistributed	58,300	58,700	69,000	69,000
1038	Sick Leave Payoff	3,300	3,400	3,500	3,600
1040	Vacation Payoff	2,200	2,300	2,500	2,700
1101	Retirement	52,857	56,700	64,000	72,300
1103	P.A.R.S. Retirement	3,599	2,700	4,500	4,500
1104	PERS Unfunded Liability	55,100	31,000	25,800	19,300
1201	Workers' Compensation	3,000	3,000	3,200	3,400
1300	Employee Group Insurance	64,000	75,600	74,000	79,600
1318	Medicare Insurance	5,644	5,200	6,300	6,500
	Subtotal	612,386	598,800	689,400	711,600
<u>Maintenance and Operations</u>					
2001	Uniforms and Laundry	479	700	700	700
2011	Training, Travel and Dues	5,517	10,500	10,800	10,800
2021	Natural Gas	5,304	8,200	6,500	6,800
2024	Electricity	62,275	52,000	65,400	68,700
2027	Water	15,587	14,400	16,400	17,200
2031	Telephone	1,079	3,500	1,100	1,200
2101	Materials and Supplies	32,284	30,900	31,600	31,600
2150	Rents and Leases	29,271	33,000	33,000	33,000
2170	General Insurance	8,300	8,300	9,800	10,600
2222	Repairs and Maint. Other	13,826	21,700	21,700	21,700
2281	Printing	35,889	34,400	40,400	40,400
2401	Contractual Services	585,899	576,800	567,400	592,400
2432	Postage	15,225	16,300	16,300	16,300
	Subtotal	810,933	810,700	821,100	851,400
<u>Capital Outlay</u>					
5408	Office Furniture & Equipment	2,544			
5622	Other Equipment	23,670			
	Subtotal	26,215	0	0	0
<u>Special Programs</u>					
8162	Cold Weather Shelter	1,400		5,000	5,000
8190	Alternative Sleeping Location*	325,511	331,500	358,500	368,900
8191	Project Homecoming	2,268	5,000	5,000	5,000
8195	Friendship Shelter Program		26,000	28,700	28,700
8196	CPR Training	1,196			
	Subtotal	330,375	362,500	397,200	407,600
	Grand Total	\$1,779,909	\$1,772,000	\$1,907,700	\$1,970,600

* Partially Funded by the Community Development Block Grant.

Recreation Services Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Sr. Recreation Supervisor	1	1	1	\$84,400	\$94,900	\$102,600
Administrative Assistant	1	1	1	68,700	73,300	75,500
Sr. Services Coordinator	1	1	1	75,300	80,300	82,700
Sr. Office Assistant	1	1	1	56,400	60,100	61,900
Sr. Recreation Supervisor*	0.5	0.5	0.5	49,200	54,200	55,800
TOTAL	4.5	4.5	4.5	\$334,000	\$362,800	\$378,500

* Position funded in Part Time Salaries.

Swimming Pool Division

*Community Services
General Fund/5102*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$40,517	\$65,100	\$57,000	\$61,700
1003	Salaries, Part Time	145,814	129,000	129,000	129,000
1006	Salaries, Overtime	2,221	7,700	7,900	8,200
1038	New Sick Leave Payoff	500	600	600	600
1040	Vacation Payoff	5,600	5,900	6,200	6,600
1101	Retirement	7,549	13,000	11,800	13,900
1103	P.A.R.S. Retirement	5,482	4,800	4,800	4,800
1104	PERS Unfunded Liability	5,400	4,700	3,900	3,000
1201	Workers' Compensation	1,400	1,400	1,500	1,600
1300	Employee Group Insurance	16,000	17,200	18,500	19,900
1318	Medicare Insurance	2,734	2,900	2,800	2,900
	Subtotal	233,217	252,300	244,000	252,200
Maintenance and Operations					
2001	Uniforms and Laundry	3,275	2,700	3,000	3,300
2011	Training, Travel and Dues	4,217	4,700	4,900	5,100
2021	Natural Gas	28,320	41,300	35,700	37,500
2024	Electricity	23,163	29,800	24,300	25,500
2027	Water	7,815	10,600	8,200	8,600
2031	Telephone and Internet	3,244	2,600	3,400	3,600
2101	Materials and Supplies	52,094	47,000	47,000	47,000
2170	General Insurance	2,400	2,400	2,800	3,000
2222	Repairs and Maint. Other	36,988	29,400	35,000	35,000
2281	Printing	889	600		
2401	Contractual Services	96,805	114,500	116,500	119,500
	Subtotal	259,211	285,600	280,800	288,100
Capital Outlay					
5305	Improvements Other Than Bldg	66,500			
5408	Office Furniture & Equipment	13,000			
5622	Other Equipment	25,552			
	Subtotal	105,052	0	0	0
	Grand Total	\$597,480	\$537,900	\$524,800	\$540,300

Swimming Pool Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Aquatics Coordinator	1	1	1	\$65,100	\$57,000	\$61,700
TOTAL	1	1	1	\$65,100	\$57,000	\$61,700

Community Assistance

*Community Services
General Fund/5201*

Account No.	Organization	Actual Expenditures 2015-16	Adopted Budget 2016-17	Community Request 2017-18	Adopted Budget 2017-18	Adopted Budget 2018-19
2900	Contingency		\$77		\$3,250	\$251,200
2905	Laguna Food Pantry	4,000	5,000	16,700	6,000	
2908	Friends of Laguna Beach Library, Inc.	15,000	12,000	4,000	6,000	
2909	Greater Laguna Coast Fire Safe Council		2,000	950	950	
2911	Friends of the Hortense Miller Garden	4,000			3,000	
2912	No Square Theater	10,000	16,000	78,000	20,000	
2913	Music in Common, Inc.		2,500	7,500	3,500	
2915	Laguna Beach Chamber of Commerce	14,000	25,000	70,800	25,000	
2916	TLC Branch Laguna Club for Kids	8,000				
2917	Laguna Beach Community Clinic	23,000	21,000	25,000	25,000	
2918	Laguna Dance Festival (CA Dance)	8,000	7,000	25,600	6,500	
2919	The Heart Way		200	10,000		
2920	Pacific Marine Mammal Center	10,000	10,000	10,000	10,000	
2922	Boys & Girls Club of Laguna Beach	20,000	30,000	45,000	30,000	
2924	Laguna Beach Seniors, Inc.			30,000	15,000	
2925	Laguna Community Concert Band	9,000	9,000	12,000	9,000	
2931	Sally's Fund, Inc.	7,000	5,000	5,000	5,000	
2937	Laguna Open Volleyball Tournament			10,000	5,000	
2938	Friendship Shelter, Inc.	2,000	2,000	4,000	2,000	
2940	Crosscultural Council	23,000	23,000	25,000	25,000	
2943	HIV Advisory Committee	13,950	14,000		10,000	
2947	Laguna Beach Historical Society		1,000	6,000	2,000	
2949	Laguna Outreach Comm. Arts (LOCA)	5,000	6,000	14,000	6,000	
2950	Glenwood House of Laguna Beach	3,000				
2953	Laura's House	1,500	1,500	3,500	1,500	
2955	Protecting Unwanted Pets (PUP)			4,000		
2958	Laguna Beach Housing & Human Services	3,394	3,300	10,000	3,000	
2960	Sawdust Art Festival			3,000		
2964	Laguna Beach Live!	12,000	13,000	20,000	13,000	
2966	Age Well Senior Services	6,000	4,000	4,000	3,000	
2972	Laguna Ocean Foundation	5,000	5,000	10,000	5,000	
2979	Laguna Beach Women's Club	1,000	1,000	25,000	3,000	
2980	Laguna Plein Air Painters Association	9,000	8,000	30,000	15,000	
2984	Helping Hand World Wide			5,000		
2985	Laguna Beach Sister Cities Assn.	1,000		1,500	1,500	
2986	Laguna Canyon Foundation	2,500	3,000	10,000	3,000	
2987	Bluebell Foundation for Cats	1,500	1,500	2,000	1,500	
2988	KX 93.5 LB Radio, Inc.	5,000	2,000	20,000	15,000	
2989	Seaside Legal Services	3,000	3,000	25,000	4,000	
2990	South County Safe Rides	750				
2991	Changing Souls	2,000				
2992	L.B. Beautification Council	3,000	3,000			
2999	Crystal Cove Alliance (CCA)			10,000		
2999	Laguna Beach Performing Arts Boosters			35,750		
2999	Master Chorale of Saddleback			4,000		
2999	S.E.E.D.S. Arts & Education			10,000		
Grand Total		\$235,594	\$239,077	\$632,300	\$286,700	\$251,200

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:

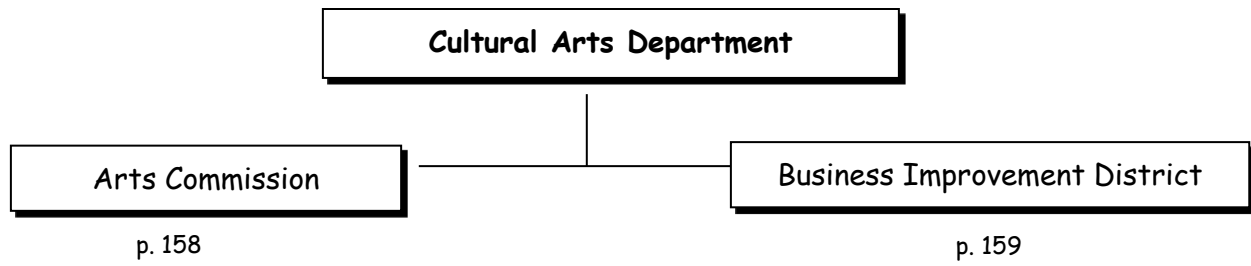
Arts Commission - The Arts Commission consists of seven plus one alternate appointed community members. The Commission makes recommendations to the City Council about cultural affairs. The Commission organizes special programs, which include Artist Designed Benches, Banner Competition, Music in the Park, Palette Competition, Art That's Small at City Hall, and the Art-in-Public Places program. A full-time Cultural Arts Manager serves as a liaison to the Commission and the City's artists, 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.
- Develop and implement the new cultural arts 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:



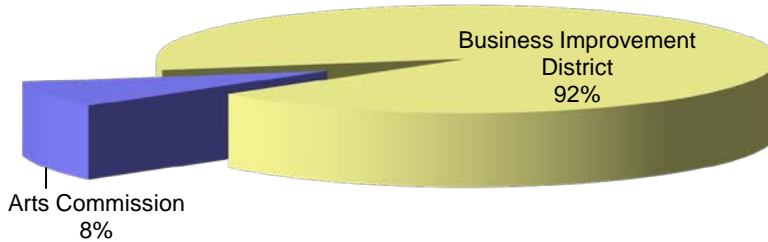
Cultural Arts Department Budget Summary

*All
Divisions*

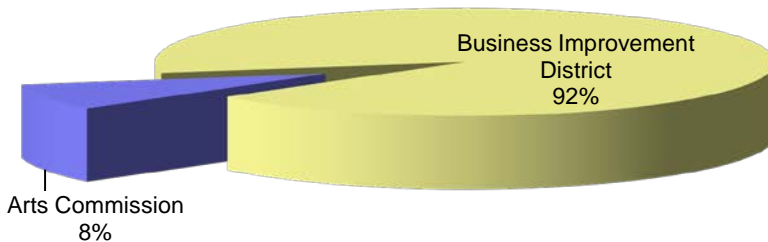
<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE FY 2017-18</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Arts Commission	\$190,400	\$5,500				\$195,900
Business Improv. District				2,300,000		\$2,300,000
Department Total	\$190,400	\$5,500	\$0	\$2,300,000	\$0	\$2,495,900

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE FY 2018-19</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Arts Commission	\$196,000	\$7,300				\$203,300
Business Improv. District				2,400,000		\$2,400,000
Department Total	\$196,000	\$7,300	\$0	\$2,400,000	\$0	\$2,603,300

Summary By Division FY 2017-18



Summary By Division FY 2018-19



**Cultural Arts Department
Budget Detail**

**All
Divisions**

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$96,830	\$93,500	\$99,600	\$102,600
1003	Salaries, Part Time	9,383	12,200	39,300	39,900
1006	Salaries, Overtime	506			
1038	Sick Leave Payoff	900	1,000	1,000	1,000
1040	Vacation Payoff	700	800	900	1,000
1101	Retirement	18,591	18,700	20,100	22,300
1103	P.A.R.S. Retirement	339	500	1,500	1,500
1104	P.E.R.S. Unfunded Liability	9,300	8,000	6,700	5,000
1201	Workers' Compensation	800	800	800	800
1300	Employee Group Insurance	16,000	17,200	18,500	19,900
1318	Medicare Insurance	1,612	1,500	2,000	2,000
	Subtotal	154,961	154,200	190,400	196,000
<u>Maintenance and Operations</u>					
2011	Training, Travel and Dues	626	2,700	800	2,300
2031	Telephone	48	200	100	100
2101	Materials and Supplies	1,043	1,300	3,000	3,200
2170	General Insurance	1,400	1,400	1,600	1,700
	Subtotal	3,117	5,600	5,500	7,300
<u>Special Programs</u>					
	Special Programs	2,051,227	1,970,000	2,300,000	2,400,000
	Subtotal	2,051,227	1,970,000	2,300,000	2,400,000
	Grand Total	\$2,209,305	\$2,129,800	\$2,495,900	\$2,603,300

***Cultural Arts Department
Position Summary***

***All
Divisions***

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2016-17	2017-18	2018-19	2016-17	2017-18	2018-19
Cultural Arts Manager	1	1	1	\$93,500	\$99,600	\$102,600
Arts Program Coordinator*	0.5	0.5	0.5	31,500	28,800	29,400
TOTAL	1.5	1.5	1.5	\$125,000	\$128,400	\$132,000

* Position funded through Part Time Salaries.

Arts Commission Division*Cultural Arts
General Fund/5151*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$96,830	\$93,500	\$99,600	\$102,600
1003	Salaries, Part Time	9,383	12,200	39,300	39,900
1006	Salaries, Overtime	506			
1038	New Sick Leave Payoff	900	1,000	1,000	1,000
1040	Vacation Payoff	700	800	900	1,000
1101	Retirement	18,596	18,700	20,100	22,300
1103	P.A.R.S. Retirement	339	500	1,500	1,500
1104	P.E.R.S. Unfunded Liability	9,300	8,000	6,700	5,000
1201	Workers' Compensation	800	800	800	800
1300	Employee Group Insurance	16,000	17,200	18,500	19,900
1318	Medicare Insurance	1,591	1,500	2,000	2,000
	Subtotal	154,944	154,200	190,400	196,000
Maintenance and Operations					
2011	Training, Travel and Dues	626	2,700	800	2,300
2031	Telephone	48	200	100	100
2101	Materials and Supplies	1,043	1,300	3,000	3,200
2170	General Insurance	1,400	1,400	1,600	1,700
	Subtotal	3,117	5,600	5,500	7,300
	Grand Total	\$158,061	\$159,800	\$195,900	\$203,300

Business Improvement District

*Cultural Arts
General Fund/5202*

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
8012	Laguna Beach Visitor's Bureau	\$1,050,577	\$1,050,000	\$1,150,000	\$1,200,000
8041	Laguna Art Museum	210,115	210,000	230,000	240,000
8200	Laguna Moulton Playhouse	210,115	210,000	230,000	240,000
8201	Laguna College of Art and Design	210,115	210,000	230,000	240,000
8004	Arts Commission Special Programs	1,065	210,000	230,000	240,000
8203	Cultural Arts Funding	197,000	210,000	230,000	240,000
Subtotal		\$1,878,988	\$2,100,000	\$2,300,000	\$2,400,000

Allocations of Funds*			
Description	As of July 1, 2016	As of July 1, 2017	As of July 1, 2018
<i>Arts Commission Special Programs:</i>			
Artist Designed Bench Competition	\$23,659		
Artist Open Studios	7,029		
Arts and Economic Prosperity Report	6,605		
Banner/Palette Competitions	16,603	22,000	
City Hall Exhibitions	3,088	6,000	
Cultural Arts Facilities	72,065	50,000	
Cultural Arts Information Publications	9,382	15,000	
Digital Research and Marketing		5,000	
Laguna Beach Poet Laureate		10,000	
Performing Arts	25,086	47,000	
Professional Speakers Series	3,272	10,000	
Restoration of Public Art	20,870	25,000	
Rotating Sculpture Program		26,000	
Other Special Programs	1,065		
Subtotal	188,724	216,000	230,000
<i>Cultural Arts Funding:</i>			
CaDance	20,000		
Community Art Project	2,000	3,500	4,000
First Thursday's Art Walk	24,000	25,000	23,000
KX 93.5 Radio			5,000
Laguna Beach Alliance for the Arts	16,000	16,500	16,000
Laguna Beach Live!	26,000	29,000	30,000
Laguna Beach Sister City Association	2,000	3,000	3,500
Laguna Beach Chamber Singers			1,500
Laguna Community Concert Band	11,000	12,000	
Laguna Dance Festival		26,500	30,000
Laguna Outreach Community Arts	15,000	17,000	18,000
Laguna Plein Air Painters Association	15,000	19,000	20,000
Laguna Tunes	3,500	4,000	4,500
Music in Common			1,000
My Hero Project	2,500	2,000	1,500
No Square Theater	24,000	25,500	30,000
On -Line Processing	1,000	1,000	1,000
Sawdust Art Festival	17,000	20,000	22,000
Subtotal	179,000	204,000	211,000
Grand Total	\$367,724	\$204,000	\$211,000

* Allocations for program year 2017-18 & 2018-19 are based on revenues received in the preceding fiscal year; therefore the 2016-17 budget reflects the anticipated revenue for FY 2016-17.

Internal Service Funds

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

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

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

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



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

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1040	Vacation Payoff	\$885,388	\$477,500	\$538,200	\$569,400
1041	Sick Leave Payoff	179,243	223,600	262,200	270,100
1042	Comp Time Payoffs	34,328	25,700	23,800	23,800
1201	Workers' Comp. Insurance	2,093,096	1,100,000	1,200,000	1,300,000
1303	Health Insurance	4,055,437	5,117,200	5,300,200	5,918,600
1306	Dental Insurance	287,879	320,100	421,600	443,100
1309	Life Insurance	20,405	47,000	45,000	47,000
1310	Retiree Health Savings	293,026	300,000	300,000	300,000
1313	Long Term Disability Ins.	46,102	50,000	48,000	50,000
1316	Unemployment Insurance	2,252,938	40,000	40,500	40,500
1318	Medicare Insurance	9,390	20,000	20,000	20,000
	Subtotal	10,157,232	7,721,100	8,199,500	8,982,500
Maintenance and Operations					
2170	General Insurance	1,956,449	1,100,000	1,200,000	1,300,000
	Subtotal	1,956,449	1,100,000	1,200,000	1,300,000
	Grand Total	\$12,113,681	\$8,821,100	\$9,399,500	\$10,282,500

Vehicle Replacement*Internal Service Fund
Vehicle Replacement Fund*

Description	Division	Adopted Budget 2017-18	Adopted Budget 2018-19
<u>Police Department:</u>			
Pickup Truck	2101	\$45,000	
Three Ford Inceptors	2102	117,000	
Two Utility Trucks	2102	77,000	
Six Ford Inceptors	2102		\$246,000
Unmarked Vehicle	2104		35,000
Toyota Prius	2301		36,000
	Subtotal	239,000	317,000
<u>Marine Safety:</u>			
Toyota Utility Truck	2601	51,000	
	Subtotal	51,000	0
<u>Public Works Department:</u>			
Two Toyota Prius	3101	52,000	
Stake Bed Truck	3104	40,000	
Beach Cleaner	3104		100,000
Two Pickup Trucks	3104		70,000
Street Sweeper	3106	300,000	
Two Pickup Trucks	3106	130,000	
Two Propane Busses	3404	433,000	433,000
Toyota Prius	3404	33,200	
	Subtotal	988,200	603,000
<u>Water Quality Department:</u>			
Two Vector Trucks	3301	210,000	
Medium Duty Truck	3301	34,000	
Toyota Prius	3301	30,000	
Hydro Jetter Truck	3301	150,000	
	Subtotal	424,000	0
	GRAND TOTAL	\$1,702,200	\$920,000

Section IV

APPENDIX

Budget Detail By Fund

(For Major Funds Only)



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All Funds Summary¹

Fund Detail

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$22,680,318	\$24,529,100	\$27,742,800	\$29,256,600
1003	Salaries, Part Time	2,785,744	2,822,100	3,475,400	3,518,900
1004	Tidepool, Part Time	3,027	4,500	12,500	12,500
1006	Salaries, Overtime	2,894,252	1,961,000	2,304,100	2,353,500
1007	Salaries, Overtime-Mutual Aid	257,404		200,000	200,000
1009	Salaries, Redistributed	26,200		(22,000)	(22,000)
1038	Sick Leave Payoff	398,524	229,100	260,400	268,200
1040	Vacation Payoff	1,347,762	489,200	540,700	568,600
1042	Comp Time Payoffs	58,128	23,800	23,800	23,800
1053	Holiday Allowance	181,464	131,300	131,300	132,500
1059	Residency Incentive	32,722	48,500	30,000	30,000
1101	Retirement Normal Cost ²	(2,514,744)	3,323,400	7,107,000	7,798,500
	Retirement Unfunded Liability		2,609,200		
1102	PERS, Side Fund	857,100	857,100	857,100	857,100
1103	P.A.R.S. Retirement	115,787	104,500	126,300	126,500
1104	PERS Unfunded Liability	2,227,490	2,411,600	2,042,300	1,411,100
1201	Workers' Compensation	1,102,900	1,102,900	1,198,500	1,298,400
1300	Employee Group Insurance	4,161,600	4,490,800	5,151,600	5,561,200
1318	Medicare Insurance	405,895	434,400	480,300	503,000
	Subtotal	37,021,573	45,572,500	51,662,100	53,898,400
Maintenance and Operations					
2001	Uniforms and Laundry	220,227	227,600	269,500	268,400
2011	Training, Travel and Dues	221,881	305,400	372,400	377,000
2021	Natural Gas	43,709	63,300	53,900	56,400
2024	Electricity	641,742	655,000	672,400	706,200
2027	Water	232,644	297,500	242,700	254,800
2031	Telephone	252,568	225,200	267,100	282,700
2051	Gas and Lubrications	356,790	708,600	574,600	620,400
2101	Materials and Supplies	1,046,503	1,094,300	1,183,500	1,187,800
2110	Paramedic Medical Supplies	69,104	52,700	54,100	55,600
2150	Rents and Leases	1,723,467	1,845,700	1,988,300	1,989,300
2170	General Insurance	1,003,100	1,003,200	1,286,500	1,386,300
2201	Repairs and Maint. Auto	481,452	477,700	633,100	640,200

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

All Funds Summary (Con't)

Fund Detail

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2015-16	2016-17	2017-18	2018-19
2222	Repairs and Maint. Other	399,543	498,500	526,400	530,700
2281	Printing	125,786	160,200	165,700	166,900
2302	Legal Advertising	25,970	18,900	27,000	28,000
2401	Contractual Services	7,863,022	6,934,900	8,215,500	8,168,100
2402	Contractual SOCWA Operations	1,990,299	1,961,100	2,078,000	2,200,000
2405	Legal Fees			1,000,000	
2432	Postage	73,174	68,400	68,400	68,400
2508	Vehicle Cost Redistribution	(88,366)	(90,000)	(90,000)	(90,000)
2521	Interest	228,819	855,000	681,000	865,000
2522	Loan Administration Fees	11,766	15,100	9,400	8,200
2940	Cross Cultural Task Force	15,000	15,000	30,000	30,000
	Arts Commission Programs			216,000	
	Community Assistance		234,000	286,700	251,200
	Depreciation	6,122,308			
	Subtotal	23,060,510	17,627,300	20,812,200	20,051,600
Capital Outlay					
5203	Buildings	25,000			
5305	Improv.Other Than Buildings	66,500			
5408	Office Furniture & Equipment	132,720	750,000	541,300	548,200
5622	Other Equipment	1,036,507	122,000	234,100	204,400
	Subtotal	1,260,727	872,000	775,400	752,600
Special Programs					
	Special Programs	5,165,946	4,141,700	4,427,800	4,593,100
	Subtotal	5,165,946	4,141,700	4,427,800	4,593,100
Capital Improvements					
	Capital Improvement Projects	3,966,523	10,330,000	16,466,000	16,967,000
	Subtotal	3,966,523	10,330,000	16,466,000	16,967,000
	Grand Total	\$70,475,279	\$78,543,500	\$94,143,500	\$96,262,700

General Fund Summary

Fund Detail

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$20,631,574	\$22,219,300	\$24,742,700	\$26,101,100
1003	Salaries, Part Time	1,672,803	1,680,300	2,134,800	2,138,100
1004	Tidepool, Part Time	3,027	4,500	12,500	12,500
1006	Salaries, Overtime	2,754,340	1,865,200	2,148,700	2,196,900
1007	Salaries, Overtime-Mutual Aid	257,404		200,000	200,000
1009	Salaries, Redistributed	(315,000)	(318,700)	(817,900)	(817,900)
1038	Sick Leave Payoff	190,200	196,900	222,200	228,900
1040	Vacation Payoff	436,300	459,200	506,400	533,200
1042	Comp Time Payoffs	23,800	23,800	23,800	23,800
1053	Holiday Allowance	175,194	128,100	128,100	129,200
1059	Residency Incentive	28,764	40,700	30,000	30,000
1101	Retirement Normal Cost	4,609,623	2,870,000	6,530,700	7,150,600
	Retirement Unfunded Liability		2,609,200		
1102	PERS, Side Fund	857,100	857,100	857,100	857,100
1103	P.A.R.S. Retirement	71,694	61,700	76,000	74,600
1104	PERS Unfunded Liability	2,208,690	2,395,700	1,986,800	1,358,900
1201	Workers' Compensation	1,067,300	1,067,300	1,152,400	1,249,100
1300	Employee Group Insurance	3,665,600	3,947,300	4,467,100	4,826,200
1318	Medicare Insurance	350,530	365,000	417,700	437,800
	Subtotal	38,688,943	40,472,600	44,819,100	46,730,100
Maintenance and Operations					
2001	Uniforms and Laundry	206,361	204,700	243,300	242,200
2011	Training, Travel and Dues	206,884	283,200	332,300	336,900
2021	Natural Gas	40,702	59,300	50,100	52,500
2024	Electricity	240,594	243,100	251,300	264,100
2027	Water	218,866	281,400	228,300	239,600
2031	Telephone	236,564	208,300	249,400	264,300
2051	Gas and Lubrications	208,927	381,600	312,700	341,300
2101	Materials and Supplies	793,333	849,500	897,000	902,000
2110	Paramedic Medical Supplies	69,104	52,700	54,100	55,600
2150	Rents and Leases	1,259,801	1,296,800	1,467,000	1,467,000
2170	General Insurance	841,200	841,200	998,000	1,081,800
2201	Repairs and Maint. Auto	278,573	300,900	373,000	376,700
2222	Repairs and Maint. Other	335,641	364,600	394,900	399,200
2281	Printing	87,331	101,000	106,500	107,700
2302	Legal Advertising	25,970	18,900	27,000	28,000
2401	Contractual Services	6,676,917	5,883,300	6,649,500	6,765,500

General Fund Summary (Con't)

Fund Detail

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
2432	Postage	67,729	67,900	67,900	67,900
2508	Vehicle Cost Redistribution	(88,366)	(90,000)	(90,000)	(90,000)
2804	Costs Redistributed	(538,300)	(538,300)	(629,100)	(629,100)
2940	Cross Cultural Task Force	15,000	15,000	30,000	30,000
	Community Assistance	220,343	234,000	286,700	251,200
	Subtotal	11,403,176	11,059,100	12,299,900	12,554,400
<u>Capital Outlay</u>					
5203	Buildings	25,000			
5305	Improv. Other Than Buildings	66,500			
5408	Office Furniture & Equipment	130,354	750,000	527,900	545,600
5622	Other Equipment	933,935		222,100	204,400
	Subtotal	1,155,790	750,000	750,000	750,000
<u>Special Programs</u>					
	Special Programs	3,022,530	3,507,700	3,665,900	3,755,500
	Subtotal	3,022,530	3,507,700	3,665,900	3,755,500
	Grand Total	\$54,270,438	\$55,789,400	\$61,534,900	\$63,790,000

Measure LL Fund Summary

Fund Detail

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time			\$590,700	\$623,100
1003	Salaries, Part Time			19,000	19,000
1006	Salaries, Overtime			33,600	33,600
1009	Salaries, Redistributed			39,400	39,400
1038	Sick Leave Payoff			4,000	4,000
1040	Vacation Payoff			4,400	4,000
1101	Retirement	<i>Numbers not available, new Fund.</i>		91,800	98,000
1103	P.A.R.S. Retirement			700	800
1201	Workers' Compensation			8,000	8,400
1300	Employee Group Insurance			129,500	139,300
1318	Medicare Insurance			9,300	9,700
	Subtotal			930,400	979,300
Maintenance and Operations					
2001	Uniforms and Laundry			3,800	3,800
2011	Training, Travel and Dues			7,000	7,000
2031	Telephone			800	800
2051	Gas and Lubrications	<i>Numbers not available, new Fund.</i>		2,200	2,200
2150	Rents and Leases			6,700	6,700
2170	General Insurance			6,000	6,300
2222	Repairs and Maint. Other			3,000	3,000
2401	Contractual Services			240,100	247,300
	Subtotal			269,600	277,100
Capital Improvements					
	Capital Improvement Projects			1,000,000	1,000,000
	Subtotal			1,000,000	1,000,000
	Grand Total	\$0	\$0	\$2,200,000	\$2,256,400

Measure LL Position Summary

<u>Position Title</u>	<i>No. of Positions</i>		<i>Salaries</i>	
	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget
	2017-18	2018-19	2017-18	2018-19
Beach Patrol Officer	2	2	\$104,800	\$108,000
Community Outreach Officer	1	1	86,400	94,300
Fire Marshal	1	1	123,400	131,000
Marine Safety Officer	2	2	132,200	143,000
Maint Lead Worker	1	1	82,400	84,900
POST Certification			4,300	4,700
Paramedic Pay			57,200	57,200
TOTAL	7	7	\$590,700	\$623,100

Parking Authority Fund Summary

Fund Detail

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$922,414	\$1,015,000	\$1,083,900	\$1,116,500
1003	Salaries, Part Time	135,921	166,900	132,000	135,900
1006	Salaries, Overtime	17,447	24,000	31,200	30,600
1009	Salaries, Redistributed	(118,700)	(118,700)	3,800	3,800
1038	Sick Leave Payoff	7,800	8,100	8,400	8,700
1040	Vacation Payoff	6,500	7,000	7,500	8,000
1053	Holiday Allowance	6,270	3,200	3,200	3,300
1101	Retirement	179,371	203,200	225,700	251,400
	Retirement Unfunded Liability		15,900		
1103	P.A.R.S. Retirement	4,529	6,200	5,000	5,100
1104	PERS Unfunded Liability	18,800		55,500	52,200
1201	Workers' Compensation	9,000	9,000	9,600	10,200
1300	Employee Group Insurance	224,000	240,800	259,000	278,600
1318	Medicare Insurance	13,071	15,300	15,500	15,900
	Subtotal	1,426,424	1,595,900	1,840,300	1,920,200
Maintenance and Operations					
2001	Uniforms and Laundry	4,247	5,000	5,000	5,000
2011	Training, Travel and Dues	3,864	3,700	5,400	5,400
2024	Electricity	13,759	14,900	14,400	15,100
2027	Water	2,324	4,500	2,400	2,500
2031	Telephone	4,721	6,900	5,000	5,200
2051	Gas and Lubrications	6,949	19,000	16,100	16,500
2101	Materials and Supplies	108,816	108,500	124,500	124,500
2150	Rents and Leases	122,113	161,700	156,400	157,400
2170	General Insurance	12,500	12,500	15,200	16,300
2201	Repairs and Maint. Auto	5,055	12,000	11,300	11,300
2222	Repairs and Maint. Other	19,065	36,000	31,500	31,500
2281	Printing	18,909	30,700	30,700	30,700
2401	Contractual Services	843,964	833,900	867,000	880,400
2432	Postage	5,446			
2804	Costs Redistributed	159,300	159,300	192,400	192,400
	Subtotal	1,331,030	1,408,600	1,477,300	1,494,200

Parking Authority Fund Summary (Con't)

Fund Detail

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Capital Outlay					
5408	Office Furniture & Equipment			2,200	
5622	Other Equipment	99,886	122,000		
	Subtotal	99,886	122,000	2,200	0
Special Programs					
	Special Programs	128,711	140,600	445,500	409,700
	Subtotal	128,711	140,600	445,500	409,700
Capital Improvements					
	Capital Improvement Projects	286,992		350,000	1,000,000
	Subtotal	286,992	0	350,000	1,000,000
	Grand Total	\$3,273,043	\$3,267,100	\$4,115,300	\$4,824,100

Wastewater Fund Summary

Fund Detail

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$954,622	\$1,037,400	\$1,111,100	\$1,187,400
1003	Salaries, Part Time	261	5,700		
1006	Salaries, Overtime	59,600	31,300	32,200	33,100
1009	Salaries, Redistributed	(1,400)	(1,400)	(5,100)	(5,100)
1038	Sick Leave Payoff	24,568	21,200	21,800	22,500
1040	Vacation Payoff	24,902	17,900	18,800	19,800
1059	Residency Incentive	3,958	7,800		
1101	Retirement	(168,094)	198,600	221,200	256,100
1103	P.A.R.S. Retirement	732	200		
1201	Workers' Compensation	15,200	15,200	16,300	17,600
1300	Employee Group Insurance	208,000	223,600	240,500	257,400
1318	Medicare Insurance	15,135	15,700	16,600	17,700
	Subtotal	1,137,484	1,573,200	1,673,400	1,806,500
Maintenance and Operations					
2001	Uniforms and Laundry	8,794	7,900	7,900	7,900
2011	Training, Travel and Dues	11,011	16,300	19,400	19,400
2021	Natural Gas	1,828	2,200	2,500	2,600
2024	Electricity	170,591	169,700	179,100	188,100
2027	Water	6,752	8,300	7,100	7,500
2031	Telephone	10,108	9,000	10,600	11,100
2051	Gas and Lubrications	17,833	31,100	32,300	32,300
2101	Materials and Supplies	83,059	61,200	62,500	62,600
2150	Rents and Leases	154,700	154,700	154,700	154,700
2170	General Insurance	123,900	124,000	237,200	249,400
2201	Repairs and Maint. Auto	11,360	24,800	24,800	24,800
2222	Repairs and Maint. Other	40,569	87,800	87,800	87,800
2281	Printing		1,500	1,500	1,500
2401	Contractual Services	208,334	118,000	307,700	153,100
2402	Contractual SOCWA Operations	1,990,299	1,961,100	2,078,000	2,200,000
2432	Postage		500	500	500
2521	Bond Interest	96,277	855,000	681,000	865,000
2522	Loan Administration Fees	11,766	15,100	9,400	8,200
2804	Costs Redistributed	198,000	198,000	226,700	226,700
	Depreciation	1,399,232			
	Subtotal	4,544,411	3,846,200	4,130,700	4,303,200

Wastewater Fund Summary (Con't)

Fund Detail

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Capital Outlay					
5408	Office Furniture & Equipment	2,366		7,400	2,600
5622	Other Equipment			12,000	
	Subtotal	2,366	0	19,400	2,600
Special Programs					
	Special Programs	91,374	239,000	230,500	176,000
	Subtotal	91,374	239,000	230,500	176,000
Capital Improvements					
	Capital Improvement Projects	4,730,007	3,080,000	4,361,000	6,457,000
	Subtotal	4,730,007	3,080,000	4,361,000	6,457,000
	Grand Total	\$10,505,641	\$8,738,400	\$10,415,000	\$12,745,300

Transit Fund Summary

Fund

Account No.	Account Title	Actual Expenditures 2015-16	Adopted Budget 2016-17	Adopted Budget 2017-18	Adopted Budget 2018-19
Salaries and Wages					
1001	Salaries, Full Time	\$171,708	\$257,400	\$214,400	\$228,500
1003	Salaries, Part Time	976,759	969,200	1,189,600	1,225,900
1006	Salaries, Overtime	62,864	40,500	58,400	59,300
1009	Salaries, Redistributed	377,400	351,200	354,000	354,000
1038	Sick Leave Payoff	(3,287)	2,900	4,000	4,100
1040	Vacation Payoff	(5,328)	5,100	3,600	3,600
1101	Retirement	(36,071)	51,600	37,600	42,400
1103	P.A.R.S. Retirement	38,833	36,400	44,600	46,000
1201	Workers' Compensation	11,400	11,400	12,200	13,100
1300	Employee Group Insurance	64,000	79,100	55,500	59,700
1318	Medicare Insurance	17,747	18,400	21,200	21,900
	Subtotal	1,676,026	1,823,200	1,995,100	2,058,500
Maintenance and Operations					
2001	Uniforms and Laundry	825	10,000	9,500	9,500
2011	Training, Travel and Dues	122	2,200	8,300	8,300
2021	Natural Gas	1,179	1,800	1,300	1,300
2024	Electricity	8,424	9,600	8,800	9,200
2027	Water	4,702	3,300	4,900	5,200
2031	Telephone	1,176	1,000	1,300	1,300
2051	Gas and Lubrications	123,083	276,900	211,300	228,100
2101	Materials and Supplies	61,295	72,100	96,500	95,700
2150	Rents and Leases	186,852	232,500	203,500	203,500
2170	General Insurance	25,500	25,500	30,100	32,500
2201	Repairs and Maint. Auto	186,465	140,000	224,000	227,400
2222	Repairs and Maint. Other	4,268	8,100	7,200	7,200
2281	Printing	19,546	27,000	27,000	27,000
2401	Contractual Services	90,396	84,700	106,200	106,800
2804	Costs Redistributed	181,000	181,000	210,000	210,000
	Depreciation	306,853			
	Subtotal	1,201,685	1,075,700	1,149,900	1,173,000
Capital Outlay					
5408	Office Furniture & Equipment			3,800	
	Subtotal	0	0	3,800	0
Special Programs					
	Special Programs	88,665	159,400	131,900	131,900
	Subtotal	88,665	159,400	131,900	131,900
	Grand Total	\$2,966,376	\$3,058,300	\$3,280,700	\$3,363,400

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 179 and page 184). These two schedules summarize all capital improvement projects budgeted for Fiscal Year 2017-18 and Fiscal Year 2018-19.
2. *"Capital Project Information"* (pages 180-183 and 185-187). These pages describe the projects budgeted for Fiscal Year 2017-18 and Fiscal Year 2018-19.
3. *"Ten Year Capital Improvement Plan"* (pages 188-201). A ten-year schedule is provided through Fiscal Year 2026-27 for all capital projects proposed at this time. A one-page funding summary for the entire Ten-Year Plan is shown on page 201.
4. *"Capital Improvements Not Included in the Ten-Year Plan"* (page 199). 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 2017/18

CAPITAL IMPROVEMENT PROJECT SUMMARY

See the Following Pages for Description of Each Project

Year One

Capital Improvement Fund

Acct No.

1	9836	Caltrans Coast Hwy Sidewalk Improvements (City Contribution)	\$3,050,000
2	9605	Dorn Court Storm Drain (Supplemental Funding)	\$250,000
3	9603	Alisos Avenue Storm Drain (Supplemental Funding)	\$400,000
4	9382	Cress Street Sidewalk (Supplemental Funding)	\$450,000
5	9117	Queda Way Retaining Wall (Supplemental Funding)	\$300,000
6	9441	Pearl Street Beach Access Improvement Project (Supplemental Funding)	\$500,000
7	9838	Fuel Modification Continuation	\$1,000,000
8	9839	Capital Equipment & Furniture, Fixture and Equipment Replacement	\$300,000
9	9840	862 Summit Drive Slope Repair (Design)	\$150,000
10	9841	Bolsa Way to St. Ann's Dr. Storm Drain Installation (Design)	\$150,000
11	9842	Cliff Drive Stairway to High Drive Replacement (Design)	\$65,000
12	9843	Katella Street Storm Drain Replacement	\$200,000
13	9844	Laguna Canyon Road Staging Area Improvements	\$50,000
14	9845	31401 Mar Vista Trail Installation	\$100,000
15	9846	870 Baja Street Retaining Wall Replacement	\$200,000

Total Cost of 2017/18 Capital Improvement Fund Projects	\$7,165,000
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Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA)

Acct No.

16	9847	FY 17/18 Street Slurry Seal and Rehabilitation	\$875,000
17	9848	Zone 1 Street Concrete Rehabilitation	\$125,000
18	9608	Citywide Curb Ramps Installation	\$200,000
19	9849	Coast Hwy Intersection Improvements (Design)	\$100,000
20	9850	Treetop Lane Drainage Improvements	\$100,000
21	9853	Skyline Drive Subdrain Installation	\$100,000

Total Cost of 2017/18 Gas Tax and RMRA Fund Projects	\$1,500,000
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Parking Authority Fund

Acct No.

22	9110	Glenneyre Parking Structure Structural Investigation and Repairs	\$300,000
23	9854	Trolley Parking Location Analysis	\$50,000

Total Cost of 2017/18 Parking Authority Fund Projects	\$350,000
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Street Lighting Fund

Acct No.

24	9407	LCR Master Plan & Utility Undergrounding (Supplemental Funding)	\$1,500,000
25	9855	Street Lights Acquisition	\$570,000

Total Cost of 2017/18 Street Lighting Fund Projects	\$2,070,000
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TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2017/18	\$11,085,000
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TEN YEAR CAPITAL IMPROVEMENT PLAN

Project Descriptions for Fiscal Year 2017/18

- 1 Caltrans Coast Hwy Sidewalk Improvements (City Contribution) \$3,050,000**
- The City is proposing to enter into a Cooperative Agreement with Caltrans for contributing to a Caltrans project. The project is to install sidewalks south of Moss Street to approximately 7th Ave. The funding is proposed on the following schedule: \$1,950,000 in 16/17, \$3,050,000 in 17/18, \$2,700,000 in 2018/19, and \$2,000,000 in 2019/20 for a total contribution of \$9,700,000.
-
- 2 Dorn Court Storm Drain (Supplemental Funding) \$250,000**
- This project provides \$250,000 of supplemental funding, for a total budget of \$450,000, to improve a temporary drain pipe that lays on the surface of the slope between 2975 and 2965 Dorn Court. A hydrology analysis is being conducted to determine if the drain pipe can be eliminated altogether by extending the existing storm drain pipe in Dorn Court approximately 300 feet to connect with the existing storm drain at the south end of the street.
-
- 3 Alisos Avenue Storm Drain (Supplemental Funding) \$400,000**
- This project provides \$400,000 of supplemental funding, for a total budget of \$600,000, to construct a storm drain to prevent localized flooding and transport storm water underground from La Mirada Street to the natural water course west of Bonita Way and Katella Street.
-
- 4 Cress Street Sidewalk (Supplemental Funding) \$450,000**
- This project provides \$450,000 of supplemental funding, for a total budget of \$700,000, to extend a sidewalk from the end of the existing sidewalk at Bluebird Park westerly to Temple Terrace. The embankment in this area extends to the existing rolled curb creating an inconvenience for park users that are exiting their cars or walking to the park. A retaining wall will be needed and will be constructed of rustic steel and wood as conditioned by the Design Review Board.
-
- 5 Queda Way Retaining Wall (Supplemental Funding) \$300,000**
- This project provides \$300,000 of supplemental funding, for a total budget of \$400,000, to construct a new concrete caisson retaining wall to replace a wooden retaining wall supporting the south end of Queda Way which has failed and needs replacement. A portion of the roadway will be regraded to drain away from the wall.
-
- 6 Pearl Street Beach Access Improvement Project (Supplemental Funding) \$500,000**
- This project provides \$500,000 of supplemental funding for the construction of the Pearl Street Beach Access for a total budget of \$900,000.
-

- 7 Fuel Modification Continuation** **\$1,000,000**
- This project provides \$1,000,000 to expand the fuel modification program in the Arch Beach Heights and Top of the World areas. Five of 12 proposed zones have been completed with seven zones remaining. The estimated cost is approximately \$1 million per zone. The Fire Chief recommends completing two zones and re-evaluating the remaining zones through a cost benefit analysis. An additional \$1,000,000 project is programmed in 2019/20.
-
- 8 Capital Equipment & Furniture, Fixture and Equipment Replacement** **\$300,000**
- This project provides funding for the rehabilitation of existing City Facilities in the areas of electrical, plumbing and irrigation, mechanical HVAC, and interior finishes.
-
- 9 862 Summit Drive Slope Repair (Design)** **\$150,000**
- A slope at 862 Summit Drive that fronts Summit Way failed during a storm in January 2017. This project provides funding for the design of the repair of the slope. Since the design is unknown at this time, an estimate of \$550,000 for construction of the repair is programmed into Fiscal Year 2020/21.
-
- 10 Bolsa Way to St. Ann's Dr. Storm Drain Installation (Design)** **\$150,000**
- The storm drain between Wendt Terrace and Bolsa Way was upgraded in 2016 (CIP 541). In 2016, the City entered into an agreement with the adjacent property owner at 720 Griffith Place to extend the storm drain system from Bolsa Way through private property to connect with an existing storm drain on St. Ann's Drive. This project provides conceptual and final designs to connect the two storm drains. Construction funding of \$850,000 is programmed in FY 2020/21.
-
- 11 Cliff Drive Stairway to High Drive Replacement (Design)** **\$65,000**
- The existing wooden stairs leading from the western end of High Drive to Cliff Drive between 870 High Drive and 594 Cliff Drive have deteriorated and need replacement. This project provides funding for the design of the project. Construction funding of \$165,000 is programmed in 2018/19.
-
- 12 Katella Street Storm Drain Replacement** **\$200,000**
- The corrugated metal pipe storm drain near 805 Katella Street has deteriorated and needs replacement. Possible options for replacement are above/below ground pipe or above ground gutter within the Alisos Avenue right-of-way.
-
- 13 Laguna Canyon Road Staging Area Improvements** **\$50,000**
- The existing staging area on Laguna Canyon Road next to the Alternative Sleeping Location needs improvements to keep the area usable for construction staging and to maintain the pavement in the entry driveway past the Alternative Sleeping Location in a safe condition.
-

- 14 31401 Mar Vista Trail Installation \$100,000**
In 2004, \$40,000 was placed in a deposit trust account by the developer of this property for a future trail at this location. A feasibility analysis is needed to determine if a trail can be constructed.
-
- 15 870 Baja Street Retaining Wall Replacement \$200,000**
The retaining wall near the southern end of Baja Street is failing and needs to be replaced. The wall was built as part of Assessment District 67-2 and is a City maintenance responsibility.
-
- 16 FY 17/18 Street Slurry Seal and Rehabilitation \$875,000**
This project provides funding to repair damaged pavement and slurry seal the streets that were last rehabilitated in 2008. Project locations include Laguna Canyon Road Frontage Road, Arroyo Drive, Woodland Drive, Canyon Acres Drive, and the area between Thalia Street and Cress Street. Construction is scheduled to be completed by the end of 2018, and the slurry seal is expected to protect the roadways for ten years. A portion of this project is anticipated to be funded by the State's Road Maintenance and Rehabilitation Account (RMRA).
-
- 17 Zone 1 Street Concrete Rehabilitation \$125,000**
To prepare the streets for a pavement rehabilitation project, the first step is to repair or replace the concrete curbs, gutters and sidewalks. This process is programmed to precede the street slurry seal and pavement rehabilitation projects by one year.
- 18 Citywide Curb Ramps Installation \$200,000**
Install approximately 25 curb ramps to improve use of sidewalks at various locations Citywide, with an emphasis on the Top of the World neighborhood.
-
- 19 Coast Hwy Intersection Improvements (Design) \$100,000**
This project provides funding for the feasibility study of two projects on Coast Highway as recommended by the City Council. One is to lengthen the southbound left turn pocket onto Broadway so that more vehicles can be accommodated by the turn lane and not obstruct southbound traffic. The other is to move the crosswalk on Coast Hwy at the Ocean Avenue to the north side of the intersection to improve the left turns onto Coast Highway from Ocean Avenue. Funding for the design and construction of the improvements is programmed into Fiscal Year 2019/20.

- 20 Treetop Lane Drainage Improvements \$100,000**
Regrade portions of Treetop Lane to redirect storm flows from flooding private properties on Shady Lane and Top of the World Drive. A storm drain may be needed to safely convey the flows to the adjacent natural slope.
-
- 21 Skyline Drive Subdrain Installation \$100,000**
Install a sub drain below the center drainage swale of the street where groundwater is damaging the pavement. The project extends from Manzanita Drive to near Vista Lane.
-
- 22 Glenneyre Parking Structure Structural Investigation and Repairs \$300,000**
Investigate and perform the structural repairs necessary to extend the useful life of the parking structure.
-
- 23 Trolley Parking Location Analysis \$50,000**
The transit system has outgrown the maintenance facility due to the number of buses and trolleys. A study to determine alternate sites, or expansion of bus parking into the ACT V parking lot is needed.
-
- 24 LCR Master Plan & Utility Undergrounding (Supplemental Funding) \$1,500,000**
This project provides supplemental funding for the preparation of the Laguna Canyon Road Master Plan and Utility Undergrounding project. A cooperative agreement with Caltrans will allow the City to act as the sponsor agency for the preparation of project study report. At the same time the report is being prepared, Southern California Edison will be retained to design the preliminary plans for utility undergrounding. This will allow the street improvements and the undergrounding to be designed simultaneously. Funding: \$200,000 in 2016/17, and this project of \$1,500,000 in 2017/18. Additional funding of \$300,000 is proposed in 2018/19 for a total proposed budget of \$2,000,000 for the preliminary design.
-
- 25 Street Lights Acquisition \$570,000**
The City has received an appraisal of the value of the street lights owned and maintained by Southern California Edison. This project provides funding for the purchase of the street lights that are available for sale.
-

Fiscal Year 2018/19

CAPITAL IMPROVEMENT PROJECT SUMMARY

See the Following Pages for Description of Each Project

Year Two

Capital Improvement Fund

Acct No.

1	9836	Caltrans Coast Hwy Sidewalk Improvements (City Contribution #2)	\$2,700,000
2	9865	Caltrans Project 1 Additional Upgrades	\$300,000
3	9866	Future City Facilities Funding (Accrual #1)	\$800,000
4	9867	Future Infrastructure and Capital Projects (Accrual #1)	\$425,000
5	9868	Ramona Alley Decorative Paving Replacement	\$100,000
6	9839	Capital Equipment & Furniture, Fixture and Equipment Replacement	\$300,000
7	9439	Jasmine Street Storm Drain Installation (Construction)	\$1,300,000
8	9842	Cliff Drive Stairway to High Drive Replacement (Construction)	\$165,000
9	9869	Crestview Place to Ruby Place Pedestrian Pathway	\$300,000
10	9870	Building Maintenance Assessment for City Facilities	\$50,000

Total Cost of 2018/19 Capital Improvement Fund Projects	\$6,440,000
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Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA)

Acct No.

11	9848	Zone 1 Street Slurry Seal and Rehabilitation	\$1,025,000
12	9871	Zone 2 Street Concrete Rehabilitation	\$125,000
13	9609	Citywide Guard Rail Repairs	\$100,000
14	9872	Bent Street Drainage Improvements	\$100,000
15	9873	2080 Crestview Drive Road Edge Support	\$100,000

Total Cost of 2018/19 Gas Tax and RMRA Fund Projects	\$1,450,000
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Parking Authority Fund

Acct No.

16	9110	Glenneyre Parking Structure Structural Retrofits	\$1,000,000
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Total Cost of 2018/19 Parking Authority Fund Projects	\$1,000,000
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Street Lighting Fund

Acct No.

17	9855	Street Lights Conversion to LED	\$300,000
18	9407	LCR Master Plan & Utility Undergrounding (Supplemental Funding)	\$300,000

Total Cost of 2018/19 Street Lighting Fund Projects	\$600,000
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TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2018/19	\$9,490,000
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TEN YEAR CAPITAL IMPROVEMENT PLAN

Project Descriptions for Fiscal Year 2018/19

- 1 Caltrans Coast Hwy Sidewalk Improvements (City Contribution #2) \$2,700,000**

The City is proposing to enter into a Cooperative Agreement with Caltrans for contributing to a Caltrans project. The project is to install sidewalks south of Moss Street to approximately 7th Ave. The funding is proposed on the following schedule: \$1,950,000 in 16/17, \$3,050,000 in 17/18, \$2,700,000 in 2018/19, and \$2,000,000 in 2019/20 for a total contribution of \$9,700,000.

- 2 Caltrans Project 1 Additional Upgrades \$300,000**

Caltrans will be constructing sidewalk improvements along Coast Highway from approximately Ledroit Street to Moss Street. This project provides funding for additional upgrades to that project that may be requested by the City. The upgrades may be constructed during or after the Caltrans work.

- 3 Future City Facilities Funding (Accrual #1) \$800,000**

This project provides funding for future City Facilities projects that have not been determined at this time. The accruals could be used for a new or replacement fire station, renovations or additions to City Hall, or a community pool for example. Funding: Accruals have been programmed throughout the 10-Year Plan as \$800,000 in 2018/19, \$2,900,000 in 2019/20, \$3,400,000 in 2020/21, \$1,800,000 in 2021/22, \$1,600,000 in 2022/23, \$3,500,000 in 2024/25, \$2,000,000 in 2025/26, and \$700,000 in 2026/27 for a total of \$16,700,000.

- 4 Future Infrastructure and Capital Projects (Accrual #1) \$425,000**

This project provides funding for future infrastructure and streets related capital projects. Funding is programmed as an accrual through the ten years of the plan for a total of \$3,050,000.

- 5 Ramona Alley Decorative Paving Replacement \$100,000**

The hexagon shape, asphalt pavers in the alley between the Gleneyre Parking Structure and the Heisler Building have deteriorated and need replacement. A matching product does not exist. Replacing the paving with a similar product is recommended after vetting through the design review process.

- 6 Capital Equipment & Furniture, Fixture and Equipment Replacement \$300,000**

This project provides funding for the rehabilitation of existing City Facilities in the areas of electrical, plumbing and irrigation, mechanical HVAC, and interior finishes.

- 7 Jasmine Street Storm Drain Installation (Construction) \$1,300,000**

Construct a storm drain that extends from Cliff Drive easterly along Jasmine Street to Monterey Drive, a hydrology study will determine the alignment, and collecting flows from the natural drainage course near Allview Terrace. This project is part of the City's Master Plan of Drainage and design funding has already been approved.

- 8 Cliff Drive Stairway to High Drive Replacement (Construction) \$165,000**
 The existing wooden stairs leading from then western end of High Drive to Cliff Drive between 870 High Drive and 594 Cliff Drive need replacement. Design of the project is programmed in 2017/18. This project provides construction funding.
-
- 9 Crestview Place to Ruby Place Pedestrian Pathway \$300,000**
 City contribution toward 530 Ruby Street development condition to restore the existing pathway.
-
- 10 Building Maintenance Assessment for City Facilities \$50,000**
 Assess City Facilities for typical building capital replacement items to be programmed for replacement. Examples are: roofs, heating and cooling systems, carpeting, electrical systems, plumbing systems emergency generators, fixtures and other equipment. After the assessment is completed, replacement projects will be programmed into the 10-Year Plan.
-
- 11 Zone 1 Street Slurry Seal and Rehabilitation \$1,025,000**
 The City has been divided into 10 zones for future street rehabilitation projects. All streets within each zone will be maintained on a 10-year cycle. The streets in this Zone 1 were resurfaced in 2010, and include all public streets south of Cardinal Drive. Construction is scheduled to be completed by the end of 2019, and the slurry seal is expected to protect the roadways for ten years. A portion of this project is anticipated to be funded by the State's Road Maintenance and Rehabilitation Account (RMRA).
- 12 Zone 2 Street Concrete Rehabilitation \$125,000**
 To prepare the streets for a pavement rehabilitation project, the first step is to repair or replace the concrete curbs, gutters and sidewalks. This process is programmed to precede the street slurry seal and pavement rehabilitation projects by one year.
-
- 13 Citywide Guard Rail Repairs \$100,000**
 Existing guard railing throughout the City needs replacement on a routine basis due to vehicle damage and other factors. This project provides funding to make the repairs on an as-needed basis. Funding for this on-going rehabilitation is programmed in approximately two year intervals throughout the 10-Year Plan,
-
- 14 Bent Street Drainage Improvements \$100,000**
 This project involves re-contouring approximately 400 lineal feet of Bent Street to prevent storm water flows from entering private property and conveying the flows back to Park Avenue.
-
- 15 2080 Crestview Drive Road Edge Support \$100,000**
 The deteriorated wooden retaining devices are failing to support the roadway near 2080 Crestview Drive. This project would provide proper support for the roadway and may include a retaining wall.
-

16	Glenneyre Parking Structure Structural Retrofits	\$1,000,000
	Perform unknown structural retrofits per the investigation conducted in FY 17/18.	
<hr/>		
17	Street Lights Conversion to LED	\$300,000
	Purchasing the existing street lights owned and maintained by Southern California Edison is proposed in Fiscal Year 2017/18. This project converts the recently purchased street lights from high pressure sodium vapor fixtures to light emitting diode fixtures.	
<hr/>		
18	LCR Master Plan & Utility Undergrounding (Supplemental Funding)	\$300,000
	This project provides supplemental funding for the preparation of the Laguna Canyon Road Master Plan and Utility Undergrounding project. A cooperative agreement with Caltrans will allow the City to act as the sponsor agency for the preparation of project study report. At the same time the report is being prepared, Southern California Edison will be retained to design the preliminary plans for utility undergrounding. This will allow the street improvements and the undergrounding to be designed simultaneously. Funding: \$200,000 in 2016/17, and this project of \$1,500,000 in 2017/18. Additional funding of \$300,000 is proposed in 2018/19 for a total proposed budget of \$2,000,000 for the preliminary design.	
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FUNDING SUMMARY
TEN YEAR CAPITAL IMPROVEMENT PLAN
Fiscal Year 2017/18 through Fiscal Year 2026/27

Year	Capital Improvement Fund	Gas Tax Fund	Parking Authority Fund	Street Lighting Fund	Total
1. 2017/18	\$7,165,000 ¹	\$1,500,000	\$350,000	\$2,070,000	\$ 11,085,000
2. 2018/19	6,440,000	1,450,000	1,000,000	\$600,000	9,490,000
3. 2019/20	6,600,000	1,450,000		2,500,000	10,550,000
4. 2020/21	6,625,000	1,450,000			8,075,000
5. 2021/22	6,375,000	1,450,000	200,000		8,025,000
6. 2022/23	6,765,000	1,500,000			8,265,000
7. 2023/24	6,335,000	1,500,000			7,835,000
8. 2024/25	6,675,000	1,500,000			8,175,000
9. 2025/26	6,575,000	1,500,000			8,075,000
10. 2026/27	<u>6,575,000</u>	<u>1,500,000</u>	<u> </u>	<u> </u>	<u>8,075,000</u>
TOTAL	<u><u>\$66,130,000</u></u>	<u><u>\$14,800,000</u></u>	<u><u>\$1,550,000</u></u>	<u><u>\$5,170,000</u></u>	<u><u>\$87,650,000</u></u>

¹ Includes \$40,000 deposited in construction trust account

City of Laguna Beach
Capital Improvement Program Revenue and Budget Projections

Program Year	1	2	3	4	5	6	7	8	9	10
Fiscal Year	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26	26/27
116 CAPITAL IMPROVEMENT FUND										
Starting Fund Balance	\$ 1,374,000	\$ 357,000	\$ 459,000	\$ 414,000	\$ 330,000	\$ 509,000	\$ 262,000	\$ 459,000	\$ 331,000	\$ 318,000
Revenues:										
3138 Real Property Transfer Tax	\$ 565,000	\$ 565,000	\$ 565,000	\$ 565,000	\$ 565,000	\$ 565,000	\$ 565,000	\$ 565,000	\$ 565,000	\$ 565,000
3144 Building Construction Tax	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
3410 Vehicle Code Fines	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
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	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000
3422 Municipal Code Fines DMV	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000
3442 Administrative Citations Police	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
3113 Hotel Taxes from Montage	\$ 4,700,000	\$ 4,900,000	\$ 4,900,000	\$ 4,900,000	\$ 4,900,000	\$ 4,900,000	\$ 4,900,000	\$ 4,900,000	\$ 4,900,000	\$ 4,900,000
Construction Deposit Trust 31401 Mar Vista	\$ 40,000									
Total Revenues	\$ 6,488,000	\$ 6,648,000	\$ 6,648,000	\$ 6,648,000	\$ 6,648,000	\$ 6,648,000	\$ 6,648,000	\$ 6,648,000	\$ 6,648,000	\$ 6,648,000
Transfer To Gas Tax Fund	\$ (318,000)	\$ (84,000)	\$ (71,000)	\$ (85,000)	\$ (72,000)	\$ (108,000)	\$ (94,000)	\$ (79,000)	\$ (64,000)	\$ (48,000)
Total Funds Available	\$ 7,544,000	\$ 6,921,000	\$ 7,036,000	\$ 6,977,000	\$ 6,906,000	\$ 7,049,000	\$ 6,816,000	\$ 7,028,000	\$ 6,915,000	\$ 6,918,000
Operating Expenses	\$ (22,000)	\$ (22,000)	\$ (22,000)	\$ (22,000)	\$ (22,000)	\$ (22,000)	\$ (22,000)	\$ (22,000)	\$ (22,000)	\$ (22,000)
CIP Budget	\$ (7,165,000)	\$ (6,440,000)	\$ (6,600,000)	\$ (6,625,000)	\$ (6,375,000)	\$ (6,765,000)	\$ (6,335,000)	\$ (6,675,000)	\$ (6,575,000)	\$ (6,575,000)
Ending Fund Balance	\$ 357,000	\$ 459,000	\$ 414,000	\$ 330,000	\$ 509,000	\$ 262,000	\$ 459,000	\$ 331,000	\$ 318,000	\$ 321,000

Program Year	1	2	3	4	5	6	7	8	9	10
Fiscal Year	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26	26/27
132 GAS TAX FUND										
Starting Fund Balance	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues:										
3102 Sales Tax Measure M2	\$ 422,000	\$ 422,000	\$ 435,000	\$ 448,000	\$ 461,000	\$ 475,000	\$ 489,000	\$ 504,000	\$ 519,000	\$ 535,000
3500 Investment Earnings	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
3623 Gasoline Tax Section 2103 HUTA	\$ 92,000	\$ 92,000	\$ 92,000	\$ 92,000	\$ 92,000	\$ 92,000	\$ 92,000	\$ 92,000	\$ 92,000	\$ 92,000
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	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000
3627 Gasoline Tax Section 2107.5	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
4360 LBCWD Reimbursement	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Loan Repayment Road Repair & Accountability	\$ 27,000	\$ 27,000	\$ 27,000	\$ 27,000	\$ 27,000	\$ 27,000	\$ 27,000	\$ 27,000	\$ 27,000	\$ 27,000
Road Maintenance & Rehab Account Sec. 203	\$ 136,000	\$ 405,000	\$ 405,000	\$ 405,000	\$ 405,000	\$ 405,000	\$ 405,000	\$ 405,000	\$ 405,000	\$ 405,000
Total Revenues	\$ 1,097,000	\$ 1,366,000	\$ 1,379,000	\$ 1,365,000	\$ 1,378,000	\$ 1,392,000	\$ 1,406,000	\$ 1,421,000	\$ 1,436,000	\$ 1,452,000
Transfer From Capital Improvement Fund	\$ 318,000	\$ 84,000	\$ 71,000	\$ 85,000	\$ 72,000	\$ 108,000	\$ 94,000	\$ 79,000	\$ 64,000	\$ 48,000
Total Funds Available	\$ 1,500,000	\$ 1,450,000	\$ 1,450,000	\$ 1,450,000	\$ 1,450,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
CIP Budget	\$ (1,500,000)	\$ (1,450,000)	\$ (1,450,000)	\$ (1,450,000)	\$ (1,450,000)	\$ (1,500,000)	\$ (1,500,000)	\$ (1,500,000)	\$ (1,500,000)	\$ (1,500,000)
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City of Laguna Beach
Capital Improvement Program Revenue and Budget Projections

Program Year Fiscal Year	1 17/18	2 18/19	3 19/20	4 20/21	5 21/22	6 22/23	7 23/24	8 24/25	9 25/26	10 26/27
134 STREET LIGHTING FUND										
Starting Fund Balance	\$ 3,500,000	\$ 2,244,400	\$ 2,494,900	\$ 878,400	\$ 1,795,900	\$ 2,748,400	\$ 3,736,900	\$ 4,762,400	\$ 5,825,900	\$ 6,928,400
Total Revenues	\$ 1,505,000	\$ 1,552,000	\$ 1,585,000	\$ 1,619,000	\$ 1,654,000	\$ 1,690,000	\$ 1,727,000	\$ 1,765,000	\$ 1,804,000	\$ 1,844,000
Total Funds Available	\$ 5,005,000	\$ 3,796,400	\$ 4,079,900	\$ 2,497,400	\$ 3,449,900	\$ 4,438,400	\$ 5,463,900	\$ 6,527,400	\$ 7,629,900	\$ 8,772,400
Operating Expenses	\$ (690,600)	\$ (701,500)	\$ (701,500)	\$ (701,500)	\$ (701,500)	\$ (701,500)	\$ (701,500)	\$ (701,500)	\$ (701,500)	\$ (701,500)
CIP Budget	\$ (2,070,000)	\$ (600,000)	\$ (2,500,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 2,244,400	\$ 2,494,900	\$ 878,400	\$ 1,795,900	\$ 2,748,400	\$ 3,736,900	\$ 4,762,400	\$ 5,825,900	\$ 6,928,400	\$ 8,070,900

Program Year Fiscal Year	1 17/18	2 18/19	3 19/20	4 20/21	5 21/22	6 22/23	7 23/24	8 24/25	9 25/26	10 26/27
118 Parking Authority Fund										
Starting Fund Balance	\$ 7,064,490	\$ 8,848,790	\$ 10,849,290	\$ 13,033,590	\$ 16,142,890	\$ 18,127,190	\$ 21,236,490	\$ 23,420,790	\$ 26,530,090	\$ 28,714,390
Total Revenues	\$ 6,703,000	\$ 7,628,000	\$ 6,748,000	\$ 7,673,000	\$ 6,748,000	\$ 7,673,000	\$ 6,748,000	\$ 7,673,000	\$ 6,748,000	\$ 7,673,000
Total Funds Available	\$ 13,767,490	\$ 16,476,790	\$ 17,597,290	\$ 20,706,590	\$ 22,890,890	\$ 25,800,190	\$ 27,984,490	\$ 31,093,790	\$ 33,278,090	\$ 36,387,390
Operating Expenses Parking Enforcement	\$ (1,080,100)	\$ (1,116,500)	\$ (1,093,500)	\$ (1,093,500)	\$ (1,093,500)	\$ (1,093,500)	\$ (1,093,500)	\$ (1,093,500)	\$ (1,093,500)	\$ (1,093,500)
Operating Expenses Parking Facilities Maint.	\$ (1,810,100)	\$ (1,816,200)	\$ (1,777,800)	\$ (1,777,800)	\$ (1,777,800)	\$ (1,777,800)	\$ (1,777,800)	\$ (1,777,800)	\$ (1,777,800)	\$ (1,777,800)
Operating Expenses Downtown Program	\$ (875,100)	\$ (891,400)	\$ (889,000)	\$ (889,000)	\$ (889,000)	\$ (889,000)	\$ (889,000)	\$ (889,000)	\$ (889,000)	\$ (889,000)
Transfer to Transit Division	\$ (803,400)	\$ (803,400)	\$ (803,400)	\$ (803,400)	\$ (803,400)	\$ (803,400)	\$ (803,400)	\$ (803,400)	\$ (803,400)	\$ (803,400)
CIP Budget	\$ (350,000)	\$ (1,000,000)	\$ -	\$ -	\$ (200,000)	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 8,848,790	\$ 10,849,290	\$ 13,033,590	\$ 16,142,890	\$ 18,127,190	\$ 21,236,490	\$ 23,420,790	\$ 26,530,090	\$ 28,714,390	\$ 31,823,690

Program Year Fiscal Year	1 17/18	2 18/19	3 19/20	4 20/21	5 21/22	6 22/23	7 23/24	8 24/25	9 25/26	10 26/27
119 Transportation Infrastructure Fund										
Starting Fund Balance	\$ 1,027,450	\$ 1,042,450	\$ 1,057,450	\$ 1,405,783	\$ 1,420,783	\$ 3,269,116	\$ 4,284,116	\$ 5,299,116	\$ 6,314,116	\$ 6,329,116
Revenues	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -
3180 Heritage Fields El Toro, LLC	\$ -	\$ -	\$ 333,333	\$ -	\$ 333,333	\$ -	\$ -	\$ -	\$ -	\$ -
Five Lagunas (Laguna Hills Mall Development)	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
3500 Investment Earnings	\$ 15,000	\$ 15,000	\$ 348,333	\$ 15,000	\$ 1,848,333	\$ 1,015,000	\$ 1,015,000	\$ 1,015,000	\$ 15,000	\$ 15,000
Total Revenues	\$ 1,042,450	\$ 1,057,450	\$ 1,405,783	\$ 1,420,783	\$ 3,269,116	\$ 4,284,116	\$ 5,299,116	\$ 6,314,116	\$ 6,329,116	\$ 6,344,116
Total Funds Available	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CIP Budget	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 1,042,450	\$ 1,057,450	\$ 1,405,783	\$ 1,420,783	\$ 3,269,116	\$ 4,284,116	\$ 5,299,116	\$ 6,314,116	\$ 6,329,116	\$ 6,344,116

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2017/18 through Fiscal Year 2026/27

Fiscal Year 2019/20

Year Three

Capital Improvement Fund

1	Caltrans Coast Hwy Sidewalk Improvements (City Contribution #3)	\$2,000,000
2	Future City Facilities Funding (Accrual #2)	\$2,900,000
3	Coast Hwy. Intersection Improvements (Construction)	\$300,000
4	Capital Equipment & Furniture, Fixture and Equipment Replacement	\$300,000
5	Fuel Modification Continuation	\$1,000,000
6	Sidewalk Master Plan	\$100,000

Total Cost of 2019/20 Capital Improvement Fund Projects **\$6,600,000**

Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA) Fund

7	Zone 2 Street Slurry Seal and Rehabilitation	\$1,125,000
8	Zone 3 Street Concrete Rehabilitation	\$125,000
9	Citywide Curb Ramps Installation	\$200,000

Total Cost of 2019/20 Gas Tax and RMRA Fund Projects **\$1,450,000**

Street Lighting Fund

10	Laguna Canyon Road Improvements (Planning Phase)	\$2,500,000
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Total Cost of 2019/20 Street Lighting Fund Projects **\$2,500,000**

TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2019/20 **\$10,550,000**

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2017/18 through Fiscal Year 2026/27

Fiscal Year 2020/21

Year Four

Capital Improvement Fund

1	Caltrans Project 2 Additional Upgrades	\$300,000
2	Future City Facilities Funding (Accrual #3)	\$3,400,000
3	Future Infrastructure and Capital Projects (Accrual #2)	\$375,000
4	Jahraus Park Renovation	\$300,000
5	Bolsa Way to St. Ann's Dr. Storm Drain Installation (Construction)	\$850,000
6	Capital Equipment & Furniture, Fixture and Equipment Replacement	\$300,000
7	Main Beach Park Renovation	\$400,000
8	Cleo Street Beach Access Improvement Project (Design)	\$150,000
9	862 Summit Drive Slope Repair (Construction)	\$550,000

Total Cost of 2020/21 Capital Improvement Fund Projects **\$6,625,000**

Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA) Fund

10	Zone 3 Street Slurry Seal and Rehabililtation	\$1,075,000
11	Zone 4 Street Concrete Rehabilitation	\$125,000
12	Ocean View Street Storm Drain Installation	\$250,000

Total Cost of 2020/21 Gas Tax and RMRA Fund Projects **\$1,450,000**

TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2020/21 **\$8,075,000**

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2017/18 through Fiscal Year 2026/27

Fiscal Year 2021/22

Year Five

Capital Improvement Fund

1	Future City Facilities Funding (Accrual #4)	\$1,800,000
2	Future Infrastructure and Capital Projects (Accrual #3)	\$225,000
3	Cleo Street Beach Access Improvement Project	\$750,000
4	Fisherman's Cove Stairs Replacement (Design)	\$150,000
5	Capital Equipment & Furniture, Fixture and Equipment Replacement	\$300,000
6	Gleneyre St., Calliope St. to Bluebird Cyn. Dr. Sidewalk Installation	\$400,000
7	Dumond Drive Beach Ramp Extension	\$400,000
8	St. Ann's Drive Retaining Wall Replacement	\$300,000
9	Bluebird Canyon Drive Retaining Wall	\$450,000
10	Oriole Drive Storm Drain Replacement (Construction)	\$1,100,000
11	Crescent Bay Beach Ramp Extension	\$200,000
12	Main Beach South ADA and Vehicle Ramp Installation	\$300,000

Total Cost of 2021/22 Capital Improvement Fund Projects **\$6,375,000**

Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA) Fund

13	Zone 4 Slurry Seal and Rehabilitation	\$1,025,000
14	Zone 5 Street Concrete Rehabilitation	\$125,000
15	Citywide Curb Ramps	\$200,000
16	Citywide Guard Rail Repairs	\$100,000

Total Cost of 2021/22 Gas Tax and RMRA Fund Projects **\$1,450,000**

Parking Authority Fund

17	Citywide Parking Lot Rehabilitation	\$200,000
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Total Cost of 2021/22 Parking Authority Fund Projects **\$200,000**

TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2021/22 **\$8,025,000**

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2017/18 through Fiscal Year 2026/27

Fiscal Year 2022/23

Year Six

Capital Improvement Fund

1	Future City Facilities Funding (Accrual #5)	\$1,600,000
2	Future Infrastructure and Capital Projects (Accrual #4)	\$425,000
3	Coast Hwy. 7th Ave. to 8th Ave. Sidewalk (Design)	\$100,000
4	Coast Hwy. 8th Ave. to 9th Ave. Sidewalk (Design)	\$50,000
5	Coast Hwy. 9th Ave. to 10th Ave. Sidewalk (Design)	\$40,000
6	Coast Hwy. South of 10th Ave. Sidewalk (Design)	\$100,000
7	Capital Equipment & Furniture, Fixture and Equipment Replacement	\$300,000
8	Terry/Ashton Trail	\$300,000
9	Fisherman's Cove Stair Replacement (Construction)	\$750,000
10	Alta Vista Retaining Wall Replacement Lower Section	\$1,300,000
11	Balboa Avenue and Nyes Place Storm Drain	\$1,500,000
12	Storm Drain Master Plan Update	\$150,000
13	Sleepy Hollow Beach Access Improvement Project (Design)	\$150,000
Total Cost of 2022/23 Capital Improvement Fund Projects		\$6,765,000

Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA) Fund

14	Zone 5 Street Slurry Seal and Rehabilitation	\$1,075,000
15	Zone 6 Street Concrete Rehabilitation	\$125,000
16	El Toro Road/Canyon Hills Median Renovation	\$300,000
Total Cost of 2022/23 Gas Tax and RMRA Fund Projects		\$1,500,000

TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2022/23 **\$8,265,000**

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2017/18 through Fiscal Year 2026/27

Fiscal Year 2023/24

Year Seven

Capital Improvement Fund

1	Coast Hwy 7th Ave to 8th Ave Sidewalk (Construction)	\$1,000,000
2	Coast Hwy. 8th Ave. to 9th Ave. Sidewalk (Construction)	\$550,000
3	Coast Hwy. 9th Ave. to 10th Ave. Sidewalk (Construction)	\$360,000
4	Coast Hwy. South of 10th Ave. Sidewalk (Construction)	\$1,100,000
5	Future Infrastructure and Capital Projects (Accrual #5)	\$825,000
6	Capital Equipment & Furniture, Fixture and Equipment Replacement	\$300,000
7	Hinkle Place/Coast Highway Intersection Improvement	\$400,000
8	Sleepy Hollow Beach Access Improvement Project (Construction)	\$750,000
9	Ceanothus to Aliso Creek Storm Drain	\$900,000
10	Divers Cove Beach Access Improvement Project (Design)	\$150,000

Total Cost of 2023/24 Capital Improvement Fund Projects **\$6,335,000**

Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA) Fund

11	Zone 6 Street Slurry Seal and Rehabilitation	\$1,025,000
12	Zone 7 Street Concrete Rehabilitation	\$125,000
13	Citywide Curb Ramps	\$200,000
14	Del Mar Sidewalk Installation (Design)	\$150,000

Total Cost of 2023/24 Gas Tax and RMRA Fund Projects **\$1,500,000**

TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2023/24 **\$7,835,000**

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2017/18 through Fiscal Year 2026/27

Fiscal Year 2024/25

Year Eight

Capital Improvement Fund

1	Future City Facilities Funding (Accrual #6)	\$3,500,000
2	Future Infrastructure and Capital Projects (Accrual #6)	\$225,000
3	Divers Cove Beach Access Stair Replacement (Construction)	\$750,000
4	Moss Street Beach Access Improvement Project (Design)	\$150,000
5	Canyon View Drive/Buena Vista Way Drainage Improvements	\$1,000,000
6	Cress Street Beach Access Improvement Project (Design)	\$150,000
7	Cerritos Drive Slope Stabilization and Retaining Wall Extension	\$100,000
8	Capital Equipment & Furniture, Fixture and Equipment Replacement	\$300,000
9	Citywide Parks Renovation and Totlot Replacement (Design)	\$300,000
10	Thurston Park Rehabilitation	\$200,000
Total Cost of 2024/25 Capital Improvement Fund Projects		\$6,675,000

Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA) Fund

11	Zone 7 Street Slurry Seal and Rehabilitation	\$1,075,000
12	Zone 8 Street Concrete Rehabilitation	\$125,000
13	Citywide Guard Rail Repairs	\$100,000
14	Aster Street Sidewalk Installation	\$200,000
Total Cost of 2024/25 Gas Tax and RMRA Fund Projects		\$1,500,000

TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2024/25 **\$8,175,000**

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2017/18 through Fiscal Year 2026/27

Fiscal Year 2025/26

Year Nine

Capital Improvement Fund

1	Citywide Parks Renovation and Totlot Replacement (Construction Phase 1	\$1,500,000
2	Future City Facilities Funding (Accrual #7)	\$2,000,000
3	Future Infrastructure and Capital Projects (Accrual #7)	\$125,000
4	Dartmoor Street Storm Drain Installation	\$900,000
5	Y Place Storm Drain Installation	\$150,000
6	Cress Street Beach Access Improvement Project (Construction)	\$750,000
7	Moss Street Beach Access Improvement Project (Construction)	\$750,000
8	Capital Equipment & Furniture, Fixture and Equipment Replacement	\$300,000
9	Moss Street to Coast Hwy Stairs Replacement (Design)	\$50,000
10	Crescent Bay to Circle Way Stair Replacement (Design)	\$50,000
Total Cost of 2025/26 Capital Improvement Fund Projects		\$6,575,000

Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA) Fund

11	Zone 8 Street Slurry Seal and Rehabilitation	\$1,025,000
12	Zone 9 Street Concrete Rehabilitation	\$125,000
13	Del Mar Sidewalk Installation (Construction)	\$350,000
Total Cost of 2025/26 Gas Tax and RMRA Fund Projects		\$1,500,000

TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2025/26

\$8,075,000

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2017/18 through Fiscal Year 2026/27

Fiscal Year 2026/27

Year Ten

Capital Improvement Fund

1	Citywide Parks Renovation and Totlot Replacement (Construction Phase 2	\$1,500,000
2	Future City Facilities Funding (Accrual #8)	\$700,000
3	Future Infrastructure and Capital Projects (Accrual #8)	\$425,000
4	Crescent Bay to Circle Way Stair Replacement (Construction)	\$450,000
5	Moss Street to Coast Hwy Stairs Replacement (Construction)	\$450,000
6	City Facilities ADA Improvements	\$1,000,000
7	Capital Equipment & Furniture, Fixture and Equipment Replacement	\$300,000
8	Victoria Drive Beach Access Improvement Project (Design)	\$150,000
9	Laguna Avenue Creation of Additional Parking	\$100,000
10	10th Avenue Storm Drain Installation	\$300,000
11	Holly Street Storm Drain Installation	\$800,000
12	585 Glenneyre Intersection Improvements	\$200,000
13	Coast Hwy. North of Eastline Rd. Sidewalk	\$200,000

Total Cost of 2026/27 Capital Improvement Fund Projects **\$6,575,000**

Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA) Fund

14	Zone 9 Street Slurry Seal and Rehabilitation	\$1,075,000
15	Zone 10 Street Concrete Rehabilitation	\$125,000
16	Diamond Street Parking and Sidewalk Installation	\$300,000

Total Cost of 2026/27 Gas Tax and RMRA Fund Projects **\$1,500,000**

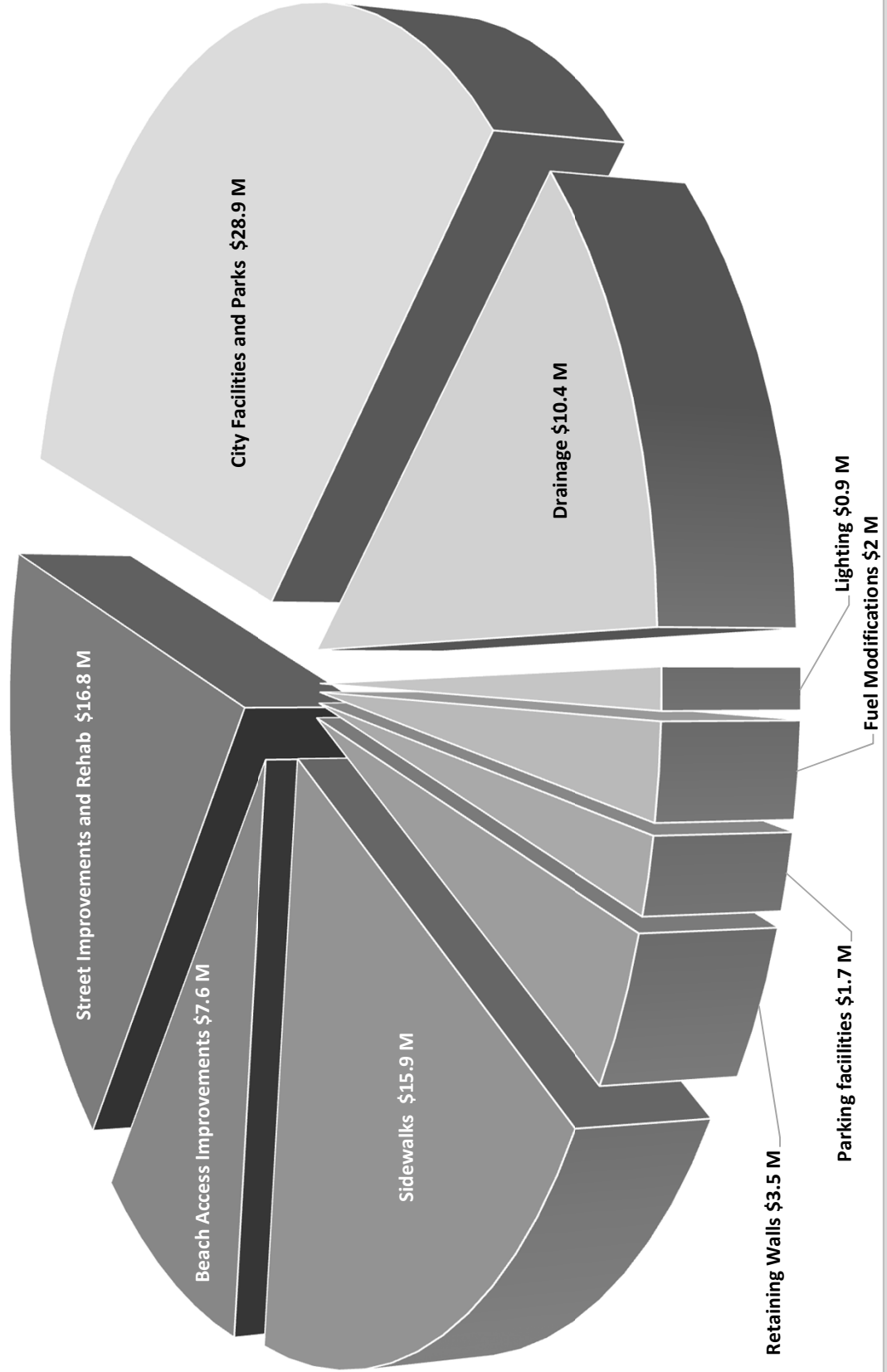
TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2026/27 **\$8,075,000**

Capital Improvements Not Included In the Ten-Year Plan

Project Name (Alphabetical Order)	Number	Rough Order ¹ of Magnitude
Arch Beach Heights Park Stairs to Oro Street	424	\$300,000
Cerritos/Dunning Stairway	511	\$150,000
Cliff Drive Strand Stairs to Fisherman's Cove Construction	70	\$700,000
Coast Highway, 10th Avenue to South City Limits, Median Construction	109	\$3,000,000
Community Pool Construction	550	\$15,000,000
Laguna Canyon Creek Restoration	250	\$2,000,000
Laguna Canyon Road Undergrounding of Utilities	444	Unknown
Mermaid Street Reconstruction at 367 - 407	277	\$400,000
Miramar Street Stairs Construction	211	\$200,000
Monterey Drive Sidewalk Construction	279	\$400,000
Ocean Front Retaining Wall Replacement	94	\$300,000
Pinecrest Drive Storm Drain Construction	150	\$300,000
Public Parking Lot Construction	552	Unknown
Victoria Beach Street Light Replacement	198	\$300,000
14 Projects Not Included in the Ten-Year Plan Totaling		\$23,050,000

1. Rough Order of Magnitude in 2015 Dollars

**10 Year Capital Improvements by Category
FY 17/18 - 26/27 Total \$87.7 Million (M)**



Fiscal Years 2017/18-2026/27
10 YEAR CIP SUMMARY BY PROJECT TYPE

Project Type	Current YR FY16/17	Year 1 FY17/18	Year 2 FY18/19	Year 3 FY19/20	Year 4 FY20/21	Year 5 FY21/22	Year 6 FY22/23	Year 7 FY23/24	Year 8 FY24/25	Year 9 FY25/26	Year 10 FY26/27	10 Year CIP TOTALS:
City Facilities and Parks	\$ -	\$ 350,000	\$ 1,575,000	\$ 3,200,000	\$ 4,775,000	\$ 3,225,000	\$ 2,325,000	\$ 1,125,000	\$ 4,525,000	\$ 3,925,000	\$ 3,925,000	\$ 28,950,000 33.0%
Drainage	\$ 3,500,000	\$ 1,200,000	\$ 1,300,000	\$ -	\$ 1,100,000	\$ 1,100,000	\$ 1,650,000	\$ 900,000	\$ 1,000,000	\$ 1,050,000	\$ 1,100,000	\$ 10,400,000 11.9%
Lighting	\$ -	\$ 570,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 870,000 1.0%
Fuel Modifications	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000 2.3%
Parking facilities	\$ 200,000	\$ 350,000	\$ 1,000,000	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 1,650,000 1.9%
Retaining Walls	\$ -	\$ 650,000	\$ 100,000	\$ -	\$ 550,000	\$ 750,000	\$ 1,300,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 3,450,000 3.9%
Sidewalks	\$ 1,900,000	\$ 3,925,000	\$ 3,125,000	\$ 2,425,000	\$ 425,000	\$ 725,000	\$ 715,000	\$ 3,485,000	\$ 325,000	\$ 475,000	\$ 325,000	\$ 15,950,000 18.2%
Beach Access Improvements	\$ 700,000	\$ 565,000	\$ 465,000	\$ -	\$ 150,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 1,050,000	\$ 1,600,000	\$ 1,050,000	\$ 7,580,000 8.6%
Street Improvements and Rehabilitation	\$ 950,000	\$ 2,475,000	\$ 1,625,000	\$ 3,925,000	\$ 1,075,000	\$ 1,125,000	\$ 1,375,000	\$ 1,425,000	\$ 1,175,000	\$ 1,025,000	\$ 1,575,000	\$ 16,800,000 19.2%
TOTALS:	\$ 7,250,000	\$ 11,085,000	\$ 9,490,000	\$ 10,550,000	\$ 8,075,000	\$ 8,025,000	\$ 8,265,000	\$ 7,835,000	\$ 8,175,000	\$ 8,075,000	\$ 8,075,000	\$ 87,650,000

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). This schedule summarizes all capital improvement projects budgeted for Fiscal Year 2017-19.
2. *"10 Year Wastewater Fund Financial Plan"* (page 206). This is a one-page summary of Wastewater Fund revenue and budget projections for the next ten years.



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10-Year Capital Improvement Program

FY_No.	Project ID No.	Capital Improvement Project Description	Division 3301 Costs	Division 3302 Costs	SOCWA Capital Cost
1	17-100	CCTV Inspection of Gravity System (Zone 1)	\$ 156,000		
1	17-101	Pipe Spot/Lining Repair and Manhole Rehab Project (Zone 4 Supplement FY15-16)	\$ 884,000		
1	17-102	Bluebird SOCWA Odor Scrubber (Design/CEQA/DRB)		\$ 150,000	
1	17-104	Emerald Bay Service District Line - Redirect to top of Trunk Line #2 siphon (Study Only)		\$ 50,000	
1	17-105	General Odor Control/MH Inserts		\$ 65,000	
1	17-103	Force Main Inspection Project (Non PVC force mains...pothole 5 locations)	\$ 60,000		
1	17-106	Wet Well Lining Project (BSOCWA) /Repair Bypass Suction Pipe		\$ 230,000	
1	17-107	Replace Emergency Generator at Crescent Bay Lift Station (Use Anita's controller, replace controller only)	\$ 45,000		
1	17-108	SOCWA Capital Improvements			\$ 2,721,000
Fiscal Year 2017/18 (Year 1)			\$ 1,145,000	\$ 495,000	\$ 2,721,000
2	18-100	Pipe Spot/Lining Repair and Manhole Rehab Project (Zone 1)	\$ 530,000		
2	18-101	CCTV Inspection of Gravity System (Zone 2)	\$ 115,000		
2	18-102	Siphon Inspections (4118LF total) - Bypass & Video (5 max)	\$ 250,000		
2	18-103	Grease/Odor Control System at Main Beach Lift Station	\$ 15,000		
2	18-104	General Odor Control/MH Inserts		\$ 65,000	
2	18-105	Bluebird SOCWA Odor Scrubber - Permanent Install		\$ 400,000	
2	18-106	Design Anita Street Lift Station Reconstruction	\$ 250,000		
2	18-107	Victoria 1 Lift Station Rehab (Construction)	\$ 750,000		
2	18-108	Pump Replacement at LSOCWA & BSOCWA (1ea at each station)		\$ 250,000	
2	18-109	GIS Update (Phase 1)	\$ 80,000		
2	18-110	SOCWA Capital Improvements			\$ 3,752,000
Fiscal Year 2018/19 (Year 2)			\$ 1,990,000	\$ 715,000	\$ 3,752,000
3	19-100	CCTV Inspection of Gravity System (Zone 3)	\$ 138,000		
3	19-101	Pipe Spot/Lining Repair and Manhole Rehab Project (Zone 2)	\$ 367,500		
3	19-102	General Odor Control/MH Inserts		\$ 65,000	
3	19-103	Santa Cruz Lift Station Elimination Feasibility & Demo Plans (CEQA)	\$ 350,000		
3	19-104	SOCWA Capital Improvements			\$ 2,452,000
Fiscal Year 2019/20 (Year 3)			\$ 855,500	\$ 65,000	\$ 2,452,000
4	20-100	Pipe Spot/Lining Repair and Manhole Rehab Project (Zone 3)	\$ 1,070,000		
4	20-101	CCTV Inspection of Gravity System (Zone 5)	\$ 138,000		
4	20-102	Design Replacement Lines - Forest Ave, Crestview	\$ 150,000		
4	20-104	General Odor Control/MH Inserts		\$ 65,000	
4	20-105	Lift Station Wet Well Lining Project	\$ 200,000		
4	20-106	Anita Lift Station Reconstruction (Construction)	\$ 2,500,000		
4	20-107	SOCWA Capital Improvements			\$ 496,000
Fiscal Year 2020/21 (Year 4)			\$ 4,058,000	\$ 65,000	\$ 496,000
5	21-101	Pipe Spot/Lining Repair and Manhole Rehab Project (Zone 5)	\$ 975,000		
5	21-102	Reconstruct Sewer Pipe Lines - Forest Ave and Crestview,	\$ 400,000		
5	21-103	General Odor Control/MH Inserts		\$ 65,000	
5	21-104	Replace Oxygen Generators at Laguna and Bluebird SOCWA		\$ 225,000	
5	21-105	Fisherman's Lift Station Rehab Scoping/Design	\$ 90,000		
5	21-106	Variable Drives Replaced at SOCWA Stations		\$ 80,000	
5	21-107	GIS Update (Phase 2)	\$ 80,000		
5	21-108	SOCWA Capital Improvements			\$ 743,000
Fiscal Year 2021/22 (Year 5)			\$ 1,545,000	\$ 370,000	\$ 743,000

10-Year Capital Improvement Program

FY_No.	Project ID No.	Capital Improvement Project Description	Division 3301 Costs	Division 3302 Costs	SOCWA Capital Cost
Fiscal Year 2021/22 (Year 5)			\$1,545,000	\$370,000	\$743,000
6	22-100	General Odor Control/MH Inserts		65,000	
6	22-101	Bluebird SOCWA Wet Well Bypass/Repair/ Odor Control System Upgrades		500,000	
6	22-102	Fisherman's Lift Station Rehab	250,000		
6	22-103	Rehab Lift Station Wet Wells	200,000		
6	22-104	EIR/Neg Dec for Reconstructing Millers Lift Station	50,000		
6	22-105	Santa Cruz Lift Station Permanent Bypass (Construction)	700,000		
6	22-106	SCADA Systems Replacement	200,000		
6	22-107	SOCWA Capital Improvements			968,000
Fiscal Year 2022/23 (Year 6)			\$1,400,000	\$565,000	\$968,000
7	23-100	Pipe Inspection Spot/Lining Repair and Manhole Rehab Project	200,000		
7	23-101	General Odor Control/MH Inserts		65,000	
7	23-106	Laguna SOCWA Wet Well Bypass/Repair/ Odor Control System Upgrades		375,000	
7	23-102	Millers Lift Station Reconstruction	1,700,000		
7	23-103	Design Bluebird Canyon Lift Station	200,000		
7	23-104	Design Cleo Street Lift Station Reconstruction	200,000		
7	23-105	Design McKnight Drive Control Panel/Elec Replacement	75,000		
7	23-107	SOCWA Capital Improvements			1,148,000
Fiscal Year 2023/24 (Year 7)			\$2,375,000	\$440,000	\$1,148,000
8	24-100	General Odor Control/MH Inserts		65,000	
8	24-101	CEQA/Design - Rehab/Reconstruct Irvine Cove	275,000		
8	24-102	Reconstruct Cleo Street Lift Station	2,500,000		
0	24-103	SOCWA Capital Improvements			952,000
Fiscal Year 2024/25 (Year 8)			\$2,775,000	\$65,000	\$952,000
9	25-100	Pipe Inspection Spot/Lining Repair and Manhole Rehab Project	300,000		
9	25-101	Bluebird Canyon Lift Station Reconstruction (Construction)	2,500,000		
9	25-102	McKnight Lift Station Control Panel + Elect Replacements	175,000		
9	25-103	SOCWA Lift Station VFD/Electrical Replacements		200,000	
9	25-104	SOCWA Capital Improvements			746,000
Fiscal Year 2025/26 (Year 9)			\$2,975,000	\$200,000	\$746,000
10	26-100	Irvine Cove Lift Station Reconstruction	3,000,000		
10	26-101	SOCWA Lift Station Component Replacements		50,000	
10	26-102	SOCWA Capital Improvements			729,000
Fiscal Year 2026/27 (Year 10)			\$3,000,000	\$50,000	\$729,000

Capital Projects Quick Reference:	
Odor Control Projects	\$2,235,000
Pipe Inspection Spot/Lining Repair and Manhole Rehab Project	5,673,500
Lift Station Projects	16,880,000
Maintenance Projects	360,000
SOCWA Capital Costs	14,707,000
Total	\$39,855,500

10-YEAR SEWER FUND FINANCIAL PLAN FY17-18
\$10M Loan
Increases+ (Years 1-2 @ 4.75% → Year 3 @ 4%)

	Year 1 FY 2017/18	Year 2 FY 2018/19	Year 3 FY 2019/20	Year 4 FY 2020/21	Year 5 FY 2021/22	Year 6 FY 2022/23	Year 7 FY 2023/24	Year 8 FY 2024/25	Year 9 FY 2024/25	Year 10 FY 2024/25
Available Working Capital Balance	565	1,062	615	2,095	476	689	791	84	261	565
Carry Overs										
Sewer Fund Reserve	100	200	400	600	800	1,000	1,200	1,400	1,600	1,800
Revenues:										
Sewer Service Charges	7,899	8,274	8,605	8,949	9,307	9,680	10,067	10,469	10,888	11,324
Rate Increases (+)	4.75%	4.75%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%
Residential Rates Monthly Dollars	55.67	58.33	60.67	63.08	65.58	68.17	70.92	73.75	73.75	73.75
County Collection Charges	(22)	(22)	(25)	(25)	(27)	(27)	(30)	(30)	(30)	(30)
Enterprise Fund Interest Income	15	15	15	15	15	15	15	15	15	15
Sewer Connection Charges	86	86	86	95	95	95	95	95	95	95
Emerald Bay Reimbursement	36	45	18	18	30	39	33	18	23	17
State Revolving Loan Fund (2)	3,000	4,000	2,500	500						
Total Estimated Revenue	11,014	12,398	11,199	9,552	9,421	9,801	10,180	10,567	10,992	11,421
Expenses:										
Total Operating Expenses	5,110	5,160	4,896	5,043	5,194	5,350	5,510	5,675	5,845	6,020
Capital and Special Projects	14	14	20	20	20	30	30	30	30	30
Private Sewer Lateral Assistance Program	160	160	160	160	0	0	0	0	0	0
Assumed Insurance Premium	90	90	90	90	90	90	90	90	90	90
Inflation Adjustment	NA	NA	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Debt Service:										
State Loan Principal & Interest (1)	501	500	498	497	495	494	492	0	0	0
New I-Bank Loan Principal and Interest (2)	180	365	482	542	550	602	602	602	602	602
Total Debt Service	681	865	980	1,039	1,045	1,096	1,094	602	602	602
Capital:										
SOCWA Treatment Plant (3)	2,721	3,752	2,452	496	743	968	1,148	952	746	729
SOCWA Facility Upgrades (SRF Loan)(4)	700	3,300	2,250							
SOCWA Export Sludge Force Main (SRF Loan)(4)	1,400	200	0							
City Sewer System Improvement Projects	1,145	1,990	856	4,058	1,545	1,400	2,375	2,775	2,975	3,000
City Sewer Lining Projects (SRF Loan)(4)	900	500	250	500						
North Coast Interceptor + SOCWA stations (*)	495	715	65	65	370	565	440	65	200	50
Sewer Fund Reserve	100	100	200	200	200	200	200	200	200	200
Total Capital Improvement Expenses	4,461	6,557	3,573	4,819	2,858	3,133	4,163	3,992	4,121	3,979
Total Budgeted Expenses	10,516	12,846	9,719	11,171	9,208	9,699	10,888	10,389	10,688	10,721
Revenues - Expenses	497	(448)	1,480	(1,619)	213	102	(708)	178	303	700
Available Working Capital	1,062	615	2,095	476	689	791	84	261	565	1,264

(*) Odor Control costs at \$65K per year are included for the City's SOCWA Stations
 (+) Sewer User Charges increases @ 4.75% Years 1-2 and 4% in Year 3, to support new State Revolving Fund Loan. Additional increases to be considered in the future for Years 4 - 10.
 (1) CA I-Bank Loan Total \$7M as of FY '05-'06 @ 2.73% + 0.3% Fees; Payments began 8/2005 and end Aug 2023 Current Balance = \$3.1M
 (2) State Revolving Fund Loan Total \$10M as of FY 16/17 @ 1.9% includes Fees; Payments begin 6/2018 and end 6/2038 - See Note (4)
 (3) SOCWA Treatment Plant improvements are estimated pending contract negotiations with Project Committee 15 members and includes estimated funding for the Export Sludge Foremain Project.
 (4) State Revolving Fund Loan Projects = These line items identify which projects are paid for by the SRF loan.



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