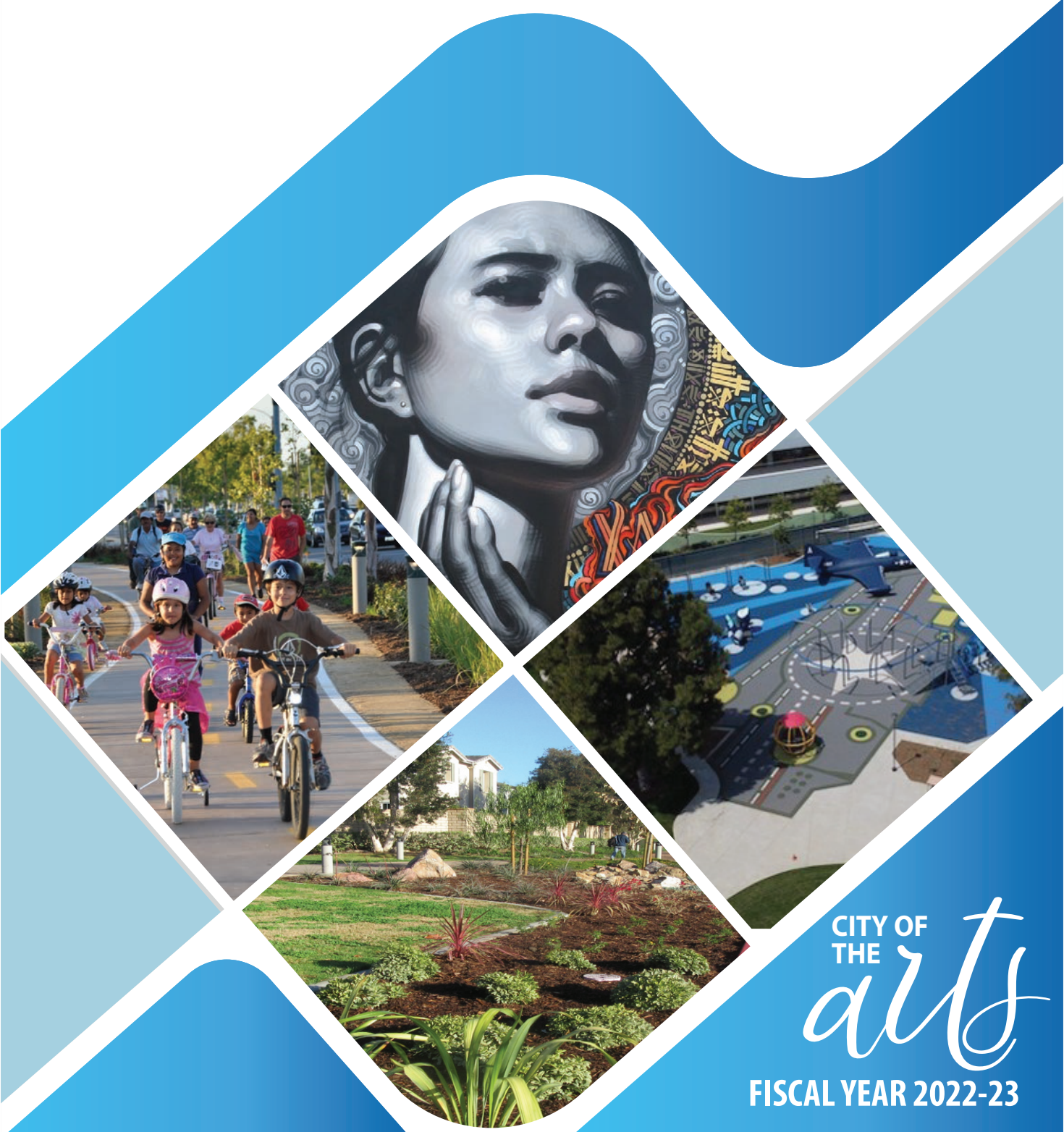




PROPOSED OPERATING & CAPITAL IMPROVEMENT BUDGET



CITY OF
THE
arts
FISCAL YEAR 2022-23

CITY OF COSTA MESA, CALIFORNIA

Proposed Operating and Capital Improvement Budget FISCAL YEAR 2022-2023



Prepared By the Finance Department

Lori Ann Farrell Harrison
City Manager

Carol Molina
Finance Director



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**Budget
Message**





CITY OF COSTA MESA CITY MANAGER'S OFFICE

May 10, 2022

To the Honorable Mayor, Members of the City Council, and Citizens of Costa Mesa:

The Proposed Budget for FY 2022-23 supports a first-class local government capable of meeting essential community needs and providing a solid foundation for recovery.

Over the past year, City operations have been streamlined to provide the core services on which our community relies – public safety; recreation, arts, and cultural programming; economic development and community planning; infrastructure creation and maintenance; and, safe, clean and enjoyable public spaces.

Operating departments have restructured to support organizational effectiveness and interdepartmental coordination; internal processes have been redesigned; and digital customer service tools have been developed to enhance responsiveness and efficiencies.

The FY 2022-23 Budget recognizes our interconnectedness as a community. As one of the most desirable residential communities in the County, we have long sought to model new ways to live sustainably and care for one another. As we recover from the pandemic, we seek a more equitable, more inclusive community, with an economic recovery that lives up to our values, by keeping our most vulnerable residents in their homes, providing safe places for our children to recreate, celebrating our local artists, preserving our small businesses, and encouraging our citizens to speak with authenticity regarding their passions and our neighborhoods.

Given the fragile state of the economy, expenditure enhancements received a high level of scrutiny during this budget process, and proposed spending increases were selected based on critical need and the continuation of essential services to our community.

Guiding Principles

The guiding principles that inspired the recommendations for the FY 2022-23 Budget were created when the City Council conducted a Strategic Planning workshop identifying key priorities, as well as a new Mission Statement for Costa Mesa, as follows:

“The City of Costa Mesa serves our residents, businesses, and visitors by promoting a safe, inclusive, and vibrant community.”

In addition, five three-year Strategic Plan Goals were developed:

- Strengthen the Public's Safety and Improve the Quality of Life;

- Achieve Long Term Fiscal Sustainability;
- Recruit and Retain High Quality Staff;
- Diversify, Stabilize, and Increase Housing to Reflect Community Needs;
- Advance Environmental Sustainability and Climate Resiliency.

The recommendations contained in the FY 2022-23 Proposed Budget are rooted in the Strategic Plan Goals created by the City Council for a safe, inclusive and vibrant City.

The theme for the FY 2022-23 Proposed Budget, “**Paving a Brighter Future Together,**” conveys the revival of our community as we work together to building a brighter future for our community, our youth, our seniors, and our businesses, as we incorporate key strategies to ensure long-term fiscal sustainability.

Costa Mesa’s local economy has fared better than both the nation and California based primarily on the strength of our local businesses and the types of industries located within our City limits. Our strong tax base has also offered some insulation from the turbulent economy. However, our City is not immune to the larger economic influences and the current market environment continues to require fiscal prudence.

Thus, all budget proposals submitted in the FY 2022-23 Proposed Budget underwent a thorough review and in-depth analysis, only considering the very few that are necessary for long term sustainability and to continue essential services.

Overview of FY 2021-22 Proposed All Funds Budget

The Proposed FY 2022-23 Budget totals \$206.0 million in All Funds. This reflects an increase of \$8.1 million, or four percent, from the FY 2021-22 All Funds Budget of \$197.9 million.

Table 1

FY 2022-23 PROPOSED BUDGET - ALL FUNDS

Appropriations All Funds	Adopted FY 2021-22	Proposed FY 2022-23	Increase / Amount	Decrease Percent
Operating Budget	\$163,522,932	\$170,095,673	\$6,572,741	4.0%
Transfers Out	9,841,585	10,627,990	786,405	7.9%
Capital Budget	24,566,362	25,312,023	745,661	3.0%
Total	\$197,930,879	\$206,035,686	\$8,104,807	4.0%

The All Funds Budget for the City includes governmental, proprietary and internal service funds, including grants and other restricted funds designated for specific services and purposes provided by higher levels of government (i.e. Federal, State and County governments and agencies). Many of the City’s special and restricted funds receive ongoing revenue streams, while some are one-time competitive grants and require careful monitoring and record keeping. In some instances, a Fund can have available fund balances that have

accumulated over time and are expended as the need arises and/or to complete specific projects within assigned timeframes.

As such, the All Funds Budget contains many funds that are separate entities with specific accounting and reporting requirements as per government regulations and in some cases, statutes. The City's General Fund is not restricted and can be used to provide a broad array of public services and is comprised of multiple revenue sources including taxes (such as property, sales and hotel taxes, among others), user fees, fines, facility rentals, and development related fees, to name a few.

The main factors attributed to the year-over-year increase in the FY 2022-23 Proposed All Funds Budget are as follows:

Operating Budget

The proposed increase of \$6.6 million, for a total of \$170.1 million in the Operating Budget's portion of the FY 2022-23 All Funds Budget is mostly comprised of increased staffing and service levels to restore essential services, most of which is housed in the General Fund.

Transfers Out

Transfers Out from All Funds total \$10.6 million. The Transfers Out are from the General Fund which transfers monies into three funds, the Capital Improvement Fund (\$5.4 million) to support the Capital Assets Needs Ordinance (CAN), and the five percent of General Fund revenues required to fund the annual Capital Improvement Plan; the 1.5 percent transfer to the Information Technology Replacement Fund (\$2.4 million) for the planned replacement of aging technology and software systems throughout the City, and finally the Equipment Replacement Fund (\$2.8 million) to support the replacement of the City's aging fleet and ongoing fleet maintenance costs.

The transfer to the Equipment Replacement Fund is a new transfer proposed to correct the longstanding deficit in the City's Equipment Replacement Fund, which is responsible for the financing, maintenance and repair of the City's entire vehicle/apparatus/heavy equipment fleet and the fleet maintenance crew of 7.6 FTEs currently responsible for repairing and maintaining this diverse fleet which is comprised of diesel, gasoline, propane, compressed natural gas, hybrid and electric vehicles. The fleet is comprised of more than 350 vehicles/apparatus/equipment including fire engines, fire ladder/tiller trucks, ambulances, patrol officer vehicles, tractors, medium duty trucks, asphalt trucks, hydraulic vactors, heavy equipment trailers, ten-wheeler trucks, motorcycles, emergency generators, and three Cal OES firefighting apparatus to name a few.

The Equipment Replacement fund has been historically underfunded causing a severe backlog of vehicles/apparatus in need of replacement and many other vehicles far exceeding their useful life resulting in costly repairs that surpass the asset's replacement value. As of June 30, 2019, the Equipment Replacement Fund ended the fiscal year with zero cash. For a full service City such as Costa Mesa, there needs to be sufficient funding to adequately support the City's fleet, especially the public safety and public services teams that are critical to emergency response. The FY 2022-23 Proposed All Funds Budget

contains a recurring \$2.8 million to fully fund all staff performing fleet maintenance functions and sufficient funding to replace a larger portion of the City’s fleet at the end of the useful life of the asset.

Capital Budget

The All Funds Capital Budget of \$25.3 million reflects the City’s annual Capital Improvement Program (CIP) Budget that contains an increase of \$745,661 as a result of the full funding of the CAN, as well as changes in other special and restricted funds for Capital projects. Additional detail regarding the CIP Budget was presented at the April 26, 2022 Study Session for the CIP and will be contained in further detail in the CIP section of the FY 2022-23 Proposed Budget Book. At the CIP Study Session, City Council requested that staff include a capital project to upgrade the workspace of the City’s telecommunications center. As requested, the Capital Budget was increased by \$330,000 to accommodate this additional capital project.

FY 2022-23 Proposed General Fund Budget Overview

The Proposed FY 2022-23 General Fund expenditure budget is a balanced budget and totals \$163.5 million. This reflects an increase of \$9.1 million or 5.9 percent, from the FY 2021-22 Adopted Budget of \$154.4 million. Table 2 is a summary of the FY 2022-23 General Fund Proposed Revenue and Expenditure Budget.

Table 2

FY 2022-23 GENERAL FUND PROPOSED BUDGET

	Adopted FY 2021-22	Proposed FY 2022-23	Increase / Decrease	
			Amount	Percent
Estimated Revenues	\$144,622,060	\$163,507,538	\$18,885,478	13.1%
Transfers In	6,561,529	-	(6,561,529)	(100.0%)
Use of Fund Balance	3,219,091	-	(3,219,091)	(100.0%)
Total Resources	\$154,402,680	\$163,507,538	9,104,858	5.9%
Operating Budget	\$145,421,745	\$152,879,548	\$7,457,803	5.1%
Transfers Out	8,980,935	10,627,990	1,647,055	18.3%
Total Appropriations	\$154,402,680	\$163,507,538	\$9,104,858	5.9%

General Fund Revenue Highlights

The FY 2022-23 Proposed Budget for Total General Fund Resources totals \$163.5 million, an \$9.1 million, or 5.9 percent increase from the FY 2021-22 Adopted Budget.

Recurring General Fund Revenue is recovering favorably with several categories already back to or above pre-pandemic levels such as Sales and Use Tax, Licenses and Permits, Use of Money and Property, and Fees and Charges. Recurring General Fund revenue projected for next year is \$163.5 million and reflects the funds typically used to cover public safety, parks and community services, development services, and other activities and programs known to residents. It is anticipated that for the Fiscal Year commencing July 1, 2022, the budget will be balanced without the use of Federal American Rescue Plan Funds and/or General Fund reserves.

Sales and Use Tax: Sales tax is the largest revenue category in Costa Mesa, and is estimated at \$72.6 million, or a 4.9 percent increase over the FY 2021-22 Amended Budget; \$6.3 million above FY 2018-19 actuals, the last year with no pandemic fiscal impacts. The increase is mostly attributed to the pent-up demand of sales, including an increase in the sale of luxury items, vehicles and transportation, restaurants, and the growth of online purchases.

Property Tax: All combined Property Tax revenues are estimated at \$52.0 million, reflecting a 5 percent growth over the prior fiscal year, largely attributed to a steady increase in assessed valuations for multiple property types and an increase in home sales surpassing the prior year.

Transient Occupancy Tax (TOT): While hotel occupancy has not yet recovered to pre-pandemic levels, the estimated \$7.4 million, is higher than the FY2021-22 adopted budget of \$5.6 million. Hotel occupancy rates are still lagging behind FY 2018-19 as business and international travel slowly recovers. Also, growth from this category may be stunted as consumers react to fuel prices.

Fees and Charges: Fees and Charges are showing signs of recovery at \$8.4 million. FY 2018-19 actuals were 8.7 million. There are increases in plan check fees due to building activity, and the Measure Q cannabis implementation coming to fruition with the payment of cannabis applications fees paid up-front for cannabis delivery and retail storefront businesses.

Measure Q Retail Cannabis Business Tax: On November 3, 2020, voters approved the “City of Costa Mesa Retail Cannabis Tax and Regulation” Measure, also known as Measure Q, which allows cannabis retail storefront and delivery uses. City Council voted to adopt a 7 percent tax on cannabis retail businesses. The FY 2022-23 Proposed Budget includes an estimated \$2.5 million in cannabis taxes for the first year that cannabis retail businesses will begin to open. Revenue received from this Measure is subject to annual audits, for which the City has set aside \$50,000 to retain an independent qualified auditing firm.

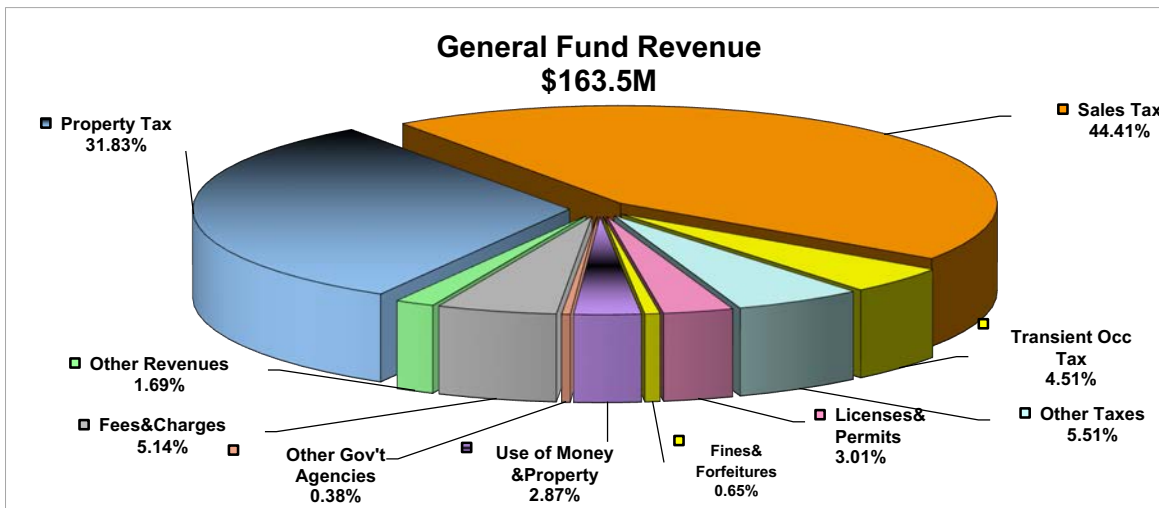
1/2 Percent for the Arts: Of the total 7 percent cannabis tax rate, half a percent is dedicated to the Arts and Culture Master Plan in the FY 2022-23 Proposed Budget, and another half percent to a new First Time Homebuyers Program. The Arts and Culture Master Plan Fund will support the full implementation of Year Two of the Arts and Culture Master Plan including the new Arts Coordinator position hired in Year One.

1/2 Percent for a First Time Homebuyers Program: The FY 2022-23 Proposed Budget also includes funding for the first-time homebuyer program for current City residents as well as graduates of the Newport Mesa Unified School District. The first-time homebuyer program is intended to provide mortgage assistance to qualified lower-income homebuyers to encourage homeownership for those who otherwise cannot qualify or afford to purchase a home in Costa Mesa without assistance. This program will be funded by Measure Q in the FY 2022-23 Proposed Budget.

Federal American Rescue Plan (ARPA) Fund: The American Rescue Plan (ARPA) of 2021 passed by the United States Congress and signed into law by President Joe Biden on March 11, 2021, is a \$1.9 trillion economic stimulus bill providing for a wide variety of funding efforts to offset the economic losses resulting from the worldwide pandemic, COVID-19.

The American Rescue Plan Act (ARPA) includes \$360 billion in direct funding to states, counties and cities to offset economic losses and increased expenses resulting from the pandemic. Costa Mesa received half of its allocation of \$13.6 million in FY 2020-21 and is expected to receive the remaining half this fiscal year (FY 2021-22).

The use of these funds is more flexible than the previous CARES Act funding to cover expenditures related to the pandemic. Expenditure reductions due to revenue losses incurred due to the pandemic are eligible as long as they do not cover pension costs. Staff will be returning to City Council with a proposed plan to best utilize the second available tranche ARPA funds to offset economic losses as a result of the pandemic. As a reminder, the FY 2022-23 Proposed General Fund Budget is fully balanced with estimated annual recurring General Fund revenue.



FY 2022-23 General Fund Budget Expenditure Highlights

The Proposed General Fund Budget for FY 2022-23 reflects total expenditures of \$163.5 million. Of this amount, \$152.9 million in operating costs represents an increase of \$7.5 million, or 5.1 percent, from the current year adopted operating budget of \$145.4 million. The remaining \$10.6 million represents the Transfers Out to the Capital, Information Technology and Equipment Replacement Funds described earlier. The FY 2022-23 Proposed Budget for expenditures includes the following key items, to name a few:

- A Table of Organization reflecting 549 full time employees and 114 part-time employees for a total of 663;
 - This reflects a net of 11.95 additional full time employees added to the Table of Organization, of which 6.5 were previously approved at mid-year in March of 2022. An additional 5.45 new positions are proposed in the Table of Organization; however, only 0.65 FTE will be funded from the General Fund;
 - The five new positions include: one (1) Police Officer funded by the restricted Orange County Auto Theft Task Force; one (1) Associate Engineer funded by restricted National Pollutant Discharge Elimination System monies; one (1) Programmer Analyst II and one (1) Senior Programmer Analyst, both of which are funded from the Information Technology Replacement Fund as per the Five Year IT Strategic Plan; and a 0.65 FTE in the General Fund related to the conversion of three (3) part-time positions to full-time (one Office Specialist and two Storekeepers) and 0.50 FTE Office Specialist II funded by the IT Replacement Fund;
- A \$2.5 million increase in the annual required CalPERS contributions;
- An additional \$800,000 in funding for medical, dental and vision benefits as per contractual MOU requirements;
- A total of \$5.4 million in capital spending, and a \$2.8 million debt service payment for the Lions Park bonds, for a total of \$8.2 million required by Ordinance to comply with the Capital Assets Ordinance (CAN), or five percent of estimated General Fund revenues;
- \$2.4 million for the Council-approved Five Year Information Technology Strategic Plan (Year 3) reflecting 1.5 percent of General Fund revenues in FY 2022-23;
- A new ongoing transfer of \$2.8 million to the Equipment Replacement Fund to correct the deficit in the fund and to replace aging equipment including a 38 year old S.W.A.T. vehicle purchased in 1984, with a modern BearCat armored vehicle and a long range communication device to better address public safety;
- The continuation of the \$4.0 million vacancy factor (negative appropriation);
- No use of General Fund Reserves; and,
- No use of American Rescue Plan Act (ARPA) funds.

For a breakdown of General Fund appropriations by Department, please see the table below:

Table 3

Department	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Adopted	FY 2022-23 Proposed
City Council	\$476,617	\$667,505	\$773,216	\$769,749	\$891,341	\$950,773
City Manager	4,263,269	4,762,486	4,056,091	4,235,745	4,439,899	4,968,539
City Clerk	800,954	975,348	1,065,377	1,206,780	965,645	1,165,645
Human Resources	1,451,214	1,508,554	1,593,914	1,700,155	1,635,523	1,660,523
Risk Management	2,523,739	2,492,586	2,978,575	337,909	344,647	369,648
City Attorney	1,261,322	1,170,015	1,000,000	950,000	1,000,000	1,000,000
Finance	2,811,902	3,310,638	4,369,638	4,485,375	4,750,218	5,233,711
Parks and Comm Svcs	5,702,651	6,611,825	7,298,474	7,414,732	7,664,502	7,679,331
Information Technology	3,149,792	3,043,527	3,665,497	3,714,192	4,523,856	5,002,953
Police	43,421,899	46,271,525	49,482,346	48,334,032	51,313,014	53,570,969
Fire and Rescue	23,008,284	28,809,137	28,237,213	27,747,083	30,142,203	32,418,573
Development Svcs	5,601,397	6,250,876	6,950,075	6,325,666	7,782,564	8,509,974
Public Works	18,313,322	18,561,083	19,209,987	17,801,071	19,960,600	20,416,296
Non Departmental	18,241,551	23,086,207	11,475,099	11,614,781	18,988,668	20,560,603
TOTAL	\$131,027,913	\$147,521,312	\$142,155,502	\$136,637,270	\$154,402,680	\$163,507,538

Staffing Levels

The Proposed Budget includes 549 full-time employees. Previously approved mid-year staffing adjustments of 6.5 FTEs are included. The Proposed Budget incorporates an additional 5.45 full time equivalents; however all but 0.65 FTEs are funded from non-General Fund sources. During the Great Recession, the City lost 146 full time positions. Even with the proposed changes, full time staffing levels are still ten percent under FY 2009-10 pre-recession levels.

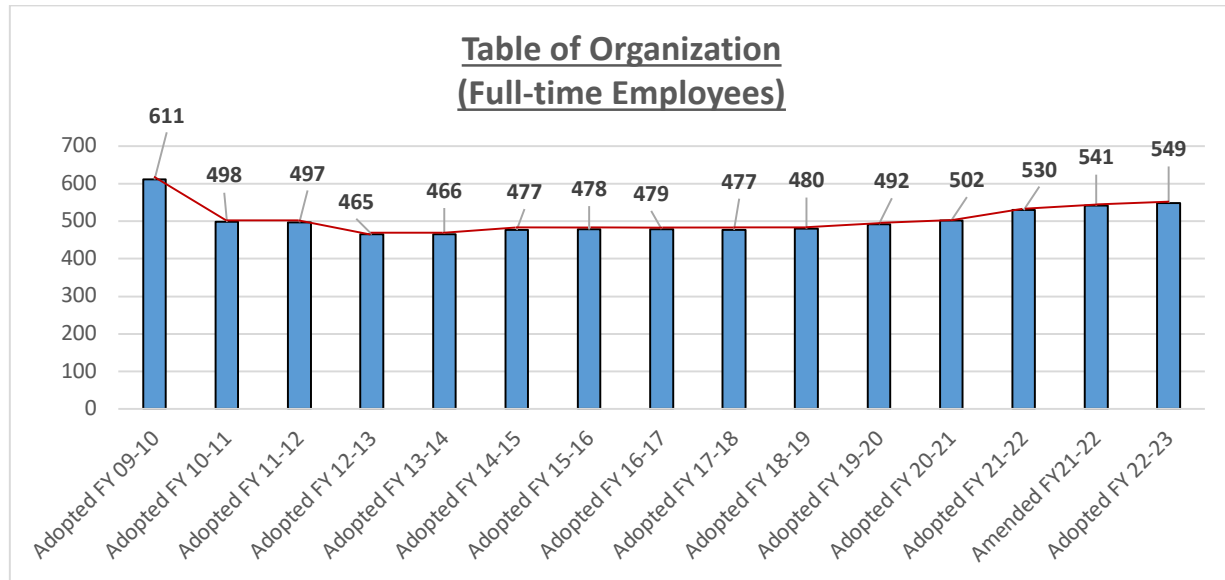
Commitment to Public Safety:

One of the main priorities of the FY 2022-23 Proposed Budget is the City’s continued commitment to public safety. As such, more than 56 percent of the General Fund Proposed Budget, approximately \$90 million is designated for public safety.

The Police Department budget now contains 140 full time sworn personnel, reflecting one Police Sergeant position approved at mid-year and one Police Officer funded by the County Auto Theft Task Force included in the Proposed Budget. We are pleased to report this is the highest level of Police Department sworn staffing since the Great Recession.

In addition, the Police Department’s maintenance and operations budget increased by \$134,500, mostly for uniforms, janitorial, and necessary contractual services. As part of the City’s multi-pronged approach to balance the General Fund budget, the Police Department still retains a vacancy factor of approximately \$3.7 million in the FY 2022-23 Proposed Budget to capture its routine vacancy rate.

The Fire Department budget contains 97 total full time personnel. The Fire Department provides emergency response services and staffs six fire stations, 24 hours a day, seven days a week, 365 days a year. The EMS Captain position approved at mid-year is included in the FY 2022-23 Proposed Budget as well as the new 9-1-1- Telecommunications Manager (split 50/50 with Police). We are pleased to also report this is the highest level of Fire Department sworn staffing since the Great Recession.



Transfers Out

The Transfers Out proposed budget of \$10.6 million, an increase of \$1.6 million, or 18.3 percent provides full funding for the Capital Asset Needs (CAN) requirement of 5 percent of General Fund Revenues, the 1.5 percent towards the Information Technology Replacement Fund, and \$2.8 million for the ongoing replacement and maintenance of the City’s aging fleet. These transfers invest in the Council approved IT Strategic Plan, where there is a significant need to update and maintain the multitude of software systems in the City, and the addition of two Information Technology full time positions.

Capital Asset Needs (CAN):

On March 3, 2020, the City Council updated the City’s Financial and Budget Policies providing that the City allocates a minimum of five percent of General Fund revenues to fund capital expenditures and reallocating one and a half percent previously dedicated to the Capital Facilities Account to the City’s Information Technology needs. The Proposed FY 2022-23 General Fund Budget includes the full allocation of five percent (\$8.2 million) to fund investments to the City’s infrastructure and capital assets and to fund existing debt for the \$30 million Lions Park Capital Projects Bonds, and one and a half percent to fund the City’s Five Year IT Strategic Plan (\$2.4 million).

GENERAL FUND RESERVES OVERVIEW

To maintain the City’s solid bond ratings, the City must continue to demonstrate fiscal prudence and controls on spending. Maintaining solid emergency reserves is yet another way of demonstrating financial discipline. According to Standard & Poor’s, the City of Costa Mesa holds, “Very strong management, with strong financial policies and practices under our financial management assessment methodology...”

Fund Balance Category	FY 2018/19 Audited	FY 2019/20 Audited	FY 2020/21 Audited	FY 2021/22 Estimate
Committed				
Declared Disasters	\$14,125	\$14,125	\$14,125	\$14,125
Self-Insurance	2,000	2,000	2,000	2,000
Economic Reserves	7,500	9,000	9,000	9,000
Assigned				
Compensated Absences	4,892	5,036	5,920	5,920
Police Retirement 1% Supplemental	2,297	2,365	2,275	2,275
Section 115 Trust	-	1,750	-	-
Restricted				
Pension and OPEB	-	-	1,778	1,778
Non-spendable	280	362	965	965
Unassigned				
	20,451	18,825	17,429	17,429
Total Fund Balance	\$51,545	\$53,463	\$53,492	\$53,492

CONCLUSION:

The overview of the Proposed General Fund expenditure and revenue projections for FY 2022-23 was fully vetted by staff, being prudent in any proposed increases, knowing that we are still in a state of emergency.

To continue providing essential services to the community coupled with the above stated goals in mind, staff recommends that the City Council discuss and provide feedback on the FY 2022-23 Proposed Budget.

The strong commitment of our City Council, residents and community partners for healthy, sustainable neighborhoods and balanced economic activity, both facilitate and aid us to continue the quality of services we provide.

The high degree of professionalism, commitment and effort of City staff to our community, our neighbors, and our businesses, has provided us the ability to meet our overall goals, objectives and programs, of which we are proud.

It is our hope and belief that the FY 2022-23 Proposed Budget creates a solid foundation for **“Paving a Brighter Future Together.”**

Respectfully submitted,

Lori Ann Farrell Harrison
City Manager
City of Costa Mesa



City Council Goals

In January 2022, the City Council conducted a Strategic Planning workshop identifying key priorities, as well as a New Mission Statement for Costa Mesa:

“THE CITY OF COSTA MESA SERVES OUR RESIDENTS, BUSINESSES, AND VISITORS BY PROMOTING A SAFE, INCLUSIVE, AND VIBRANT COMMUNITY”

In addition to a new Mission Statement, five new Strategic Planning Goals were developed:

GOAL #1:



Strengthen the Public's Safety and Improve the Quality of Life

Strategic Objectives:

- a. Enhance the Communications and Engagement Plan to support the public's health, safety and quality of life and present results to the City Manager
- b. Present a plan to reduce collisions and injuries on roadways, including providing 3-5 options for City Council direction
- c. Engage the community to obtain feedback on the community's sense of safety and well-being and present results to the City Council
- d. Update the City Council on the Open Space Master Plan, with a focus on access to parks
- e. Present options to the City Council for a behavioral health response model
- f. Identify, develop and implement a measurement tool(s) to determine the effectiveness of the City's communications and public engagement with all segments of the community

GOAL #2:



Achieve Long-Term Fiscal Sustainability

Strategic Objectives:

- a. Develop and define a quarterly report format, including financial metrics, to improve fiscal transparency and report to the City Council and FIPAC
- b. Secure a consultant for the Economic Development Strategic Plan
- c. Procure and implement an upgrade of the public safety systems, subject to Dept. of Justice approval, and citywide database servers
- d. Provide an update to the City Council regarding the state of retail cannabis implementation, including revised revenue projections



GOAL #3:



Recruit and Retain High Quality Staff

Strategic Objectives:

- Develop recommendations for City Council consideration regarding increased staffing to address critical needs.
- Develop a framework for a market analysis of employee compensation for hard-to-fill positions and present the results to the City Manager.
- Issue a Request for Proposal for a consultant who will identify opportunities to innovate and modernize recruitment, hiring and retention through succession and talent management planning.
- Develop a framework for a robust training, mentorship and leadership development program and present the results to the City Manager.

GOAL #4:



Diversify, Stabilize and Increase Housing to Reflect Community Needs

Strategic Objectives:

- Present to the City Council opportunity sites for potential motel conversions with site control options
- Present to the City Council for action necessary code amendments to address SB 8, 9, and 10
- Initiate and convene a Citizens Advisory Group to discuss Measure Y and Housing Element compliance
- Present to the City Council for action the Housing Element
- Present to the Planning Commission a draft Inclusionary Housing Ordinance
- Initiate a draft STR Ordinance and an evaluation of program implementation options
- Present to the City Council for consideration a development plan and land use documentation for affordable senior housing at the Senior Center site

GOAL #5:



Advance Environmental Sustainability and Climate Resiliency

Strategic Objectives:

- Present the Pedestrian Master Plan update to the City Council for direction
- Develop a scope of work for the Climate Action and Adaptation Plan and present to the City Council for action
- Provide an update of the Stormwater Management Master Plan to the City Council
- Re-evaluate the existing Municipal Sustainable Policy, including landscape, organic waste and infrastructure planning and present the results to the City Council for action





*California Society of
Municipal Finance Officers*

Certificate of Award

*Operating Budget Excellence Award
Fiscal Year 2021-2022*

Presented to the

City of Costa Mesa

For meeting the criteria established to achieve the CSMFO Excellence Award in Budgeting.

February 28, 2022



Marcus Pimentel

*Marcus Pimentel
CSMFO President*

Michael Manno

*Michael Manno, Chair
Recognition Committee*

Dedicated Excellence in Municipal Financial Reporting



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
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PRESENTED TO

**City of Costa Mesa
California**

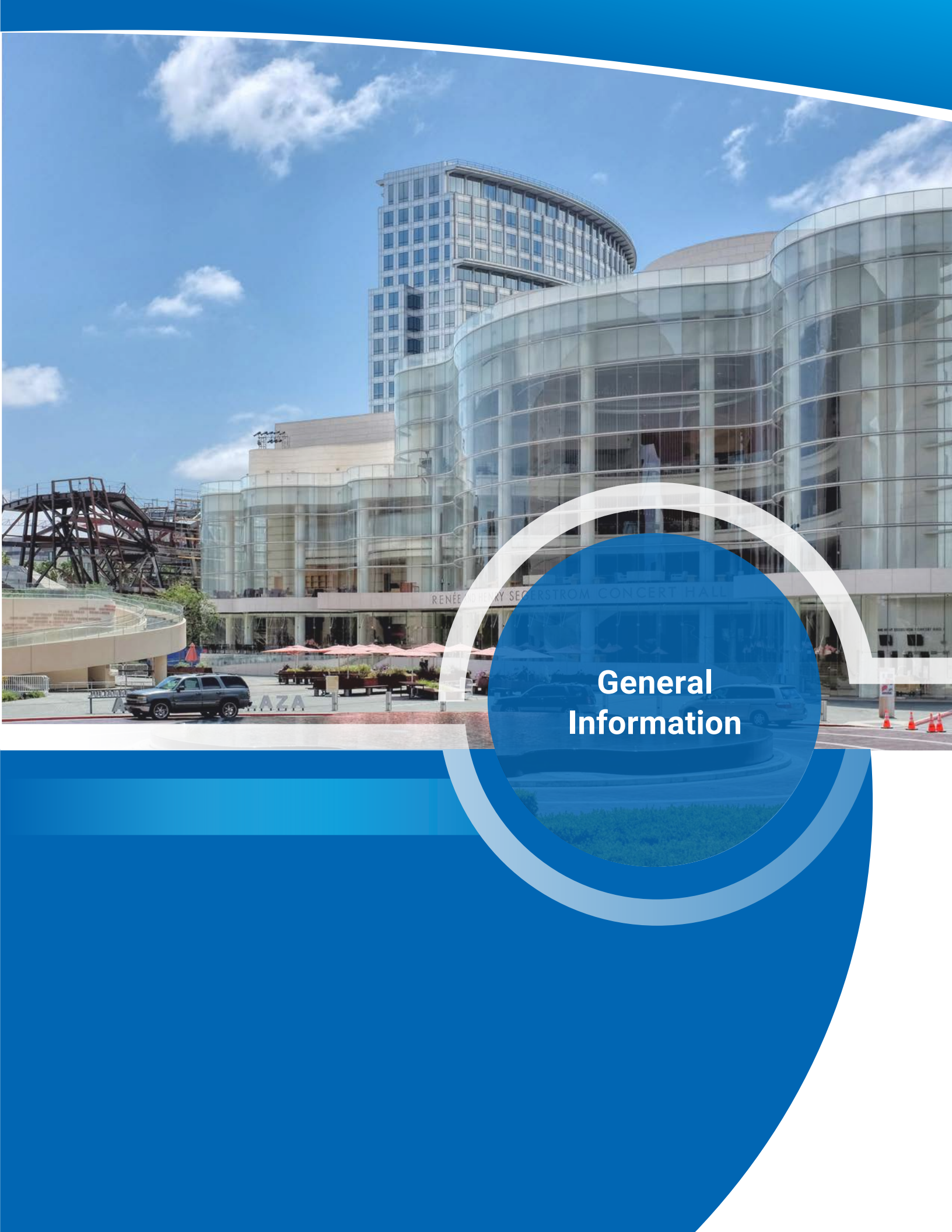
For the Fiscal Year Beginning

July 01, 2021

Christopher P. Morrill

Executive Director





General Information



City Leadership

City Council



JOHN STEPHENS
MAYOR



ANDREA MARR
MAYOR PRO TEM
DISTRICT 3



DON HARPER
COUNCIL MEMBER
DISTRICT 1



LOREN GAMEROS
COUNCIL MEMBER
DISTRICT 2



MANUEL CHAVEZ
COUNCIL MEMBER
DISTRICT 4



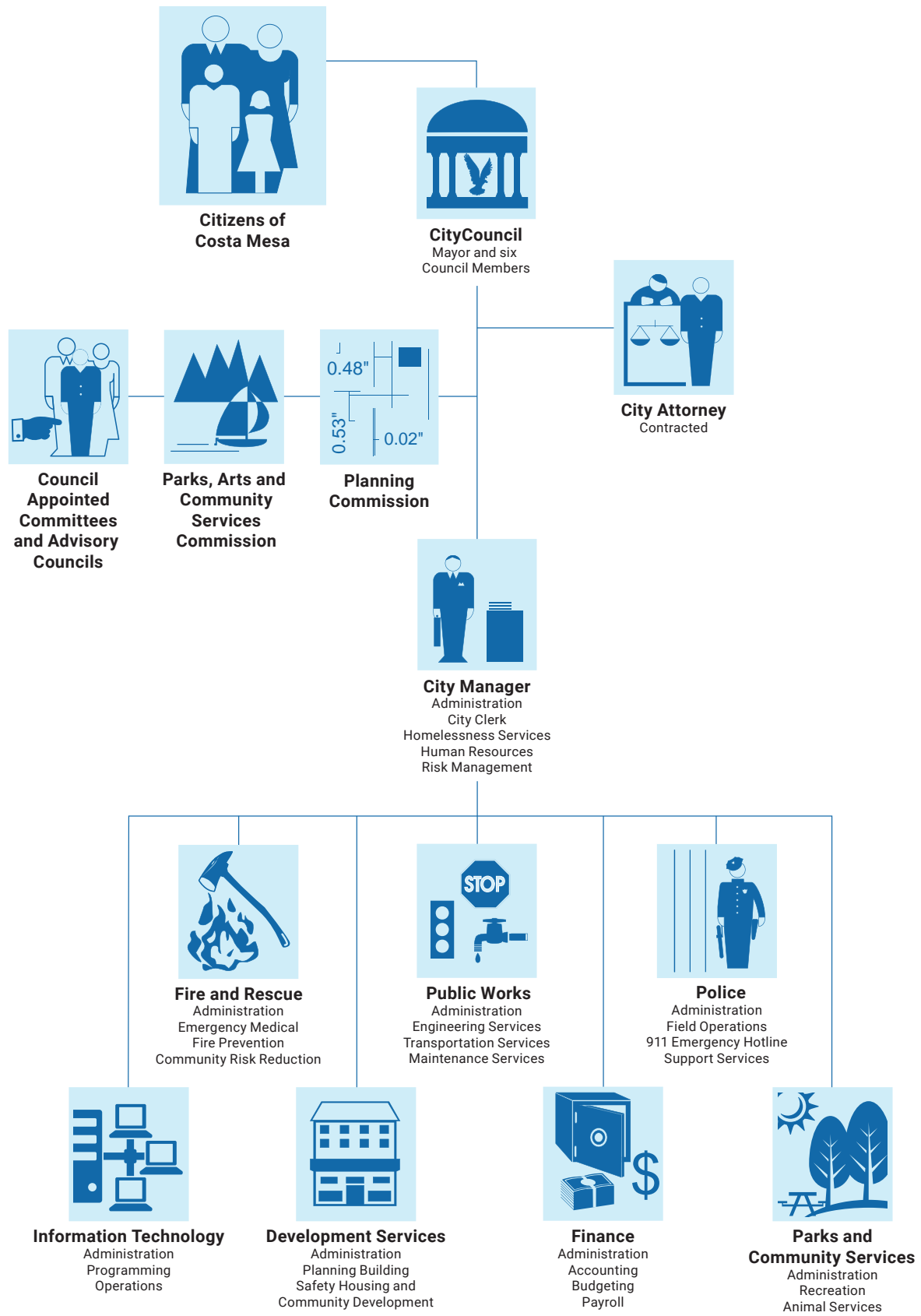
ARLIS REYNOLDS
COUNCIL MEMBER
DISTRICT 5



JEFF HARLAN
COUNCIL MEMBER
DISTRICT 6

City Officials

City Manager	Lori Ann Farrell Harrison
Assistant City Manager	Susan Price
City Attorney	Kimberly Barlow
Finance Director	Carol Molina
Director of Parks and Community Services	Jason Minter
Director of Information Technology	Steve Ely
Chief of Police	Ronald Lawrence
Fire Chief	Dan Stefano
Director of Development Services	Jennifer Le
Director of Public Works	Raja Sethuraman



Visit our website at www.costamesaca.gov

History of Costa Mesa

Located on the “coastal tableland” above Newport Bay, Costa Mesa was once grazing grounds for cattle belonging to the Mission San Juan Capistrano. At the beginning of the 19th Century, missionaries built an adobe way station or “estancia” for the vaqueros who tended the herds. This structure still stands at 1900 Adams Avenue and was recently restored and transformed by the City into a museum. In 1810, this same area was a part of the Spanish land grant of Santiago del Santa Ana made to Jose Antonio Yorba. By 1880, settlers had begun buying portions of the rancho from Yorba’s heirs and in the same decade established the town of Fairview. A school house and church were built near the present intersection of Harbor and Adams, and a 25-room hotel accommodated visitors to the nearby hot sulfur springs. But in early 1889, a storm washed out the railroad and brought financial disaster to the community which soon reverted to a farming country.

By this time, the little town of Harper, named after a nearby rancher, had emerged on a siding of the Santa Ana and Newport Railroad. Its first business, Ozment’s General Store, stood on the corner of Newport and 18th Streets and contained the City’s first post office, established in 1909. On May 11, 1920, Harper officially changed its name to Costa Mesa, which means “coastal tableland” in Spanish, and continued as an agricultural community, growing sweet potatoes, corn, tomatoes, strawberries, and apples.

Building and oil drilling industries were just beginning to bring new growth to the City when the depression hit Southern California. Industries collapsed and the local bank closed. More disaster followed when the 1933 earthquake shook the town, damaging businesses and the Main School. Soon after, the school was rebuilt and continued to operate as the Clara McNally School. These buildings are now used for school administrative and service purposes.

World War II brought many thousands of people to the area for training at the Santa Ana Army Air Base, located on what is now the Orange County Fairgrounds, Orange Coast College, and the present site of the Civic Center. When the war ended, many of these men returned with their families to begin a population boom in the City.

On June 29, 1953, the City was incorporated and a City Council-Manager form of government was chosen. The new City had an area of 3.5 square miles and a population of 16,840. The City has an area of 16.8 square miles and the population has risen to 112,780 as of July 2021.

Today, Costa Mesa is a major commercial and industrial center of Orange County. The City, which formally adopted the slogan “The City of the Arts” in late 1984, is home to the Orange County Performing Arts Center and the Tony Award-winning South Coast Repertory Theater. The Center includes a 3,000-seat facility, which was completed in 1985. And in September 2006, the 2,000-seat Henry and Renee Segerstrom Concert Hall and 500-seat Samueli Theater opened with great success. The Concert Hall is the new home to the Orange County’s Pacific Symphony and Pacific Chorale.

Costa Mesa also offers world-class shopping and dining experiences in and around South Coast Plaza. Home to large corner stores like Nordstrom’s, Macy’s, Saks Fifth Avenue, and Bloomingdale’s. South Coast Plaza also offers smaller specialized stores like Tiffany & Co., Ralph Lauren, Williams-Sonoma, and Coach. The South Coast Plaza area also offers a variety of fine dining that includes Maggiano’s Little Italy, Vaca, Anqi, The Capital Grille, and Water Grill.

This history has made and continues to make the City of Costa Mesa a destination for all experiences.





This is an annual publication prepared by the Development Services Department including the Planning, Building, Housing and Community Development, Community Improvement, and Economic Development Divisions. For any questions, please contact the department at (714) 754-5245.

Basics

Population: 112,780 Average Household Size: 2.59
 Median Age: 35.6 Average Family Size: 3.33
Most Recent Data from Dept. of Finance and US Census ACS 2020 5-year.

Location

The City of Costa Mesa is located in central Orange County and encompasses 16.8 square miles. It is bordered by the cities of Santa Ana, Newport Beach, Huntington Beach, Fountain Valley, and Irvine. The City is approximately 37 miles southeast of Los Angeles, 88 miles north of San Diego, and 475 miles south of San Francisco. Costa Mesa is accessible from the San Diego Freeway (I-405), the Costa Mesa Freeway (SR-55), and the Corona del Mar Freeway (SR-73).

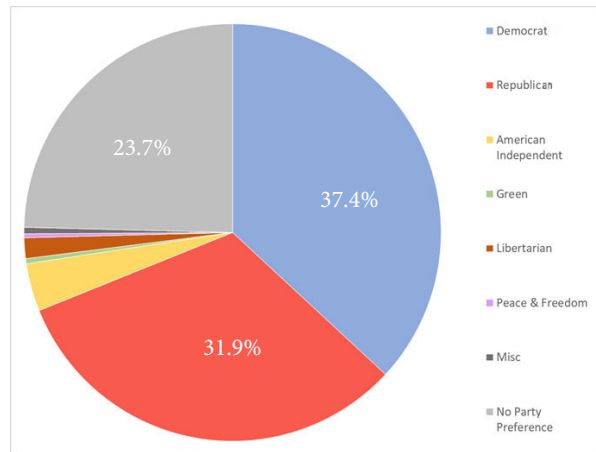
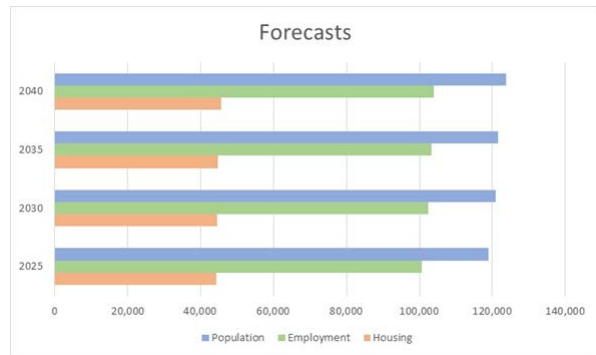
Climate

The climate is characterized by mild winters, warm summers, moderate rain fall, and generally year-round sunshine.

Average Temperature: January high 63°, low 50°
 July high 71°, low 64°
 Average Rainfall: 10.7 inches, 65% humidity

City Hall

Incorporated in June 1953, Costa Mesa has a Council/City Manager form of government. The 9.5 acre Civic Center is located at 77 Fair Drive. City Hall is a five-story building where the primary City administrative functions are conducted. The Civic Center complex also includes the Council Chambers, Police Headquarters, Communications Building and Fire Station No. 5.



Property Sales Prices

	2020	2021
Homes		
Highest	\$2,755,000	\$3,350,000
Median	\$970,000	\$1,150,000
Lowest	\$600,000	\$610,000
Condominiums		
Highest	\$1,050,000	\$1,600,000
Median	\$640,000	\$715,000
Lowest	\$245,000	\$290,000

Torelli Realty, 2021

Average Asking Rental Rates

Studio apartments	\$1,809
One-bedroom apartments	\$2,372
Two-bedroom apartments	\$2,949

Costar Data pulled 5/2021

Housing Units Distribution

	Units	%
Single Detached	17,341	39.2%
Single Attached	4,451	10.1%
2 to 4 units/ structure	5,771	13.1%
5+ units/ structure	15,659	35.5%
Mobile homes	941	2.1%
Total housing units	44,163	100.0%
Occupied units	42,290	95.8%
Vacant units	1,855	4.2%
Persons per unit	2.59	

Most Recent E-5 2021 Housing Estimate from DOF

Households

	Units	%
Owner occupied	16,479	40.5%
Renter occupied	24,181	59.5%

Most Recent U.S. Census ACS 5 YR Estimate



Land Use

A diversity of land uses exists within the City. Approximately 46% of land area within the City is zoned for residential use, 14% is designated for commercial use, 11% is zoned for industrial uses, and 29% is designated for public and semi-public uses.

Costa Mesa General Plan 2015

Growth and Trends

	Population		Costa Mesa Retail Sales Tax Revenue
	O.C.	Costa Mesa	
1980	1,932,709	82,562	\$11.2 million
2000	2,846,289	106,103	\$30.3 million
2010	3,010,232	109,960	\$40.9 million
2019	3,175,692	115,830	\$64.9 million
2020	3,186,989	114,778	\$55.9 million
2021	3,153,764	112,780	\$63.8 million

Center for Demographics Research, Dept. of Finance, City Finance Dept.

Property Valuation

In 2020-2021, the total assessed property valuation for the City was \$22.1 billion. The total valuation for the City may be evaluated within the following categories.

Residential	\$14.1 billion
Commercial	\$4.9 billion
Industrial	\$1.8 billion
Other	\$1.3 billion

Most Recent Data from County Assessor's Office



Employment

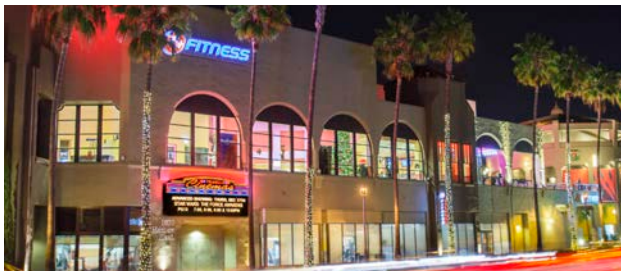
The major industries in the City are professional and educational services followed by manufacturing. The 2018 projection of future employment within the City was a total of 100,649 jobs in Year 2025, increasing to a total of 102,506 jobs in Year 2030. Wages, rates, extent of unionization, fringe benefits and related information for specific industries and job classifications may be obtained from the State Employment Development Department at (714) 558-6406. General information for the State of California is available at (916) 445-8008.

	Number	Percent of Total
Employed	64,191	95.2%
Unemployed	3,212	4.8%
Total Civilian Labor Force	67,403	100.0%

Most Recent U.S. Census 2020 ACS 5 YR Estimate

Education

	(No. of Schools)
Newport Mesa Unified School District:	
Elementary Schools	14
Junior High Schools	2
High Schools	4
Private Schools	16
Orange Coast Community College	
Vanguard University	



Major Development Projects/ Areas

- Anduril Headquarters (23.4 acres)
- LUX Apartments (4 acres)
- Harbor Gateway (78 acres)
- Segerstrom Home Ranch (43 acres)
- South Coast Plaza Town Center (54 acres)
- The Met / Experian Solutions (45 acres)
- Sakioka Farms Lot 2 (33 acres)
- Halcyon House Apartments (393 units)
- Avenue of the Arts Hotel (3 acres)
- West Gateway (177 ownership units)
- Orange County Museum of Art

Income

Median Household Income	\$90,370	
Income and Benefits		
Less than \$10,000	1451	3.6%
\$10,000 to \$14,999	958	2.4%
\$15,000 to \$24,999	1,992	4.9%
\$25,000 to \$34,999	2,425	6.0%
\$35,000 to \$49,999	3,712	9.1%
\$50,000 to \$74,999	5,833	14.3%
\$75,000 to \$99,999	6,125	15.1%
\$100,000 to \$199,999	12,307	30.3%
\$200,000 or more	5,857	14.4%

Most Recent U.S. Census ACS 5 YR Estimate (2020 Inflation-adjusted dollars)

Industry

Civilian Employed Population	
Professional, Scientific	18.5%
Educational Services	14.5%
Finance and Insurance	11.5%
Manufacturing	10.6%
Arts, Entertainment	9.8%
Retail Trade	9.7%
Construction	7.9%
Other Services	5.2%
Wholesale Trade	3.8%
Transportation & Warehousing	3.6%
Public Administration	2.4%
Information	1.6%
Agricultural, Forestry, Fishing	0.8%

U.S. Census ACS 2019 5 YR Estimate

Notable Employers

	Estimated Employees
EPL Intermediate, Inc.	3,998
Experian Information Solutions Coast Community	3,700
College District Orange Coast Community College	2,900
Automobile Club of Southern California	1,200
Dynamic Cooking Systems, Inc.	700
FileNet Corporation	600
Vans	520

CDR Progress Report

Major Retail Centers

- South Coast Plaza — 3333 Bristol St.
- Metro Pointe — 901-907 South Coast Dr.
- SOCO — South Coast Collection—3303 Hyland Ave.
- The Camp — 2937 Bristol St.
- The Lab — 2930 Bristol St.
- Harbor Center — 2300 Harbor Blvd.
- The Square — 3030 Harbor Blvd.
- The Courtyard — 1835 Newport Blvd.
- The Triangle — 1870 Newport Blvd.



City Offices

Police Services	
Emergency	911 or (714) 754-5252
Police Information	(714) 754-5311
Animal Control	(714) 754-5674
Fire Services	
Emergency	911
Administration	(714) 754-5106
City Council	(714) 754-5107
City Manager	(714) 754-5328
City Clerk	(714) 754-5225
Business Assistance Hotline	(917) 754-5613
Development Services	
Administration	(714) 754-5270
Plan Check	(714) 754-5273
Permit Inspections	(714) 754-5626
Planning	(714) 754-5245
Code Enforcement	(714) 754-5623
Business Licenses	(714) 754-5235
Public Services	
Engineering	(714) 754-5323
Transportation	(714) 754-5335
Parks	(714) 754-5300
Housing & Community Dev.	(714) 754-4870



City Budget

The adopted City budget for all funds used for the Fiscal Year 2021-2022 is \$197,930,878. The General Fund portion of the budget is \$154,402,680. The approved budget is effective from July 1, 2021, through June 30, 2022.

Transportation

- Rail**
AMTRAK stations at the Irvine Transportation Center (949) 753-9713 and the Santa Ana Transportation Center (714) 547-8389.
- Air**
John Wayne Orange County Airport (949) 252-5200 and Los Angeles International Airport (310) 646-5252.
- Bus**
Orange County Transportation Authority, Dial-A-Ride, Park-N-Ride (714) 636-RIDE or (800) 636-7433.
- Highways**
San Diego Freeway (I-405), Costa Mesa Freeway (SR-55), and Corona del Mar Freeway (SR-73).
- Water**
Long Beach Harbor/ Port of Los Angeles (22 miles away).
- Truck**
All major trucking lines serve Orange County.

Utilities

Electricity	Southern California Edison	(800) 655-4555
Natural Gas	Southern California Gas Company	(800) 427-2000
Telephone	AT&T—Hotline	(800) 288-2020
Cable	Time Warner Cable	(888) 892-2253
Water	Mesa Consolidated Water District	(949) 631-1200
	Irvine Ranch Water District	(949) 453-5300
Sewer:	Costa Mesa Sanitary District	(949) 645-8400

Other Offices/ Contacts

Costa Mesa Chamber of Commerce	(714) 885-9090
Orange County Association of Realtors	(949) 722-2300
Newport Mesa Unified School District	(714) 424-5000
Orange County Fair & Exposition Center	(714) 708-1500
Orange County Department of Education	(714) 966-4000

This brochure was prepared by the City of Costa Mesa Planning Division.



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Miscellaneous Statistics

GENERAL

Date of Incorporation	June 29, 1953
Form of Government	Council-Manager
Classification	General Law
Area (in square miles)	16.8
Population	112,780
Acres Zoned for Industry	1,026
Acres of Open Space	1,039
Post Offices	2

FIRE PROTECTION

Number of Fire Stations	6
Number of Sworn Fire Fighters	84
Fire Insurance Rating	Class 2

POLICE PROTECTION

Number of Sworn Police Officers	139
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STREETS, PARKS and SANITATION

Miles of Streets (in lane miles)	522
Miles of Alleys	15
Trees, Street	25,000
Park Sites	30
Skate Park	1
18-hole Public Golf Courses	2
Miles of Storm Drains	45.5
Miles of Sewers	325.7
Sanitation Pumping Stations Education Facilities	20

EDUCATION FACILITIES

Elementary Schools	10
Junior High Schools	2
High Schools	2
2-year Community College	1
Private Colleges	19
Public Libraries	2

Budget Guide

The purpose of the City of Costa Mesas budget is to serve as a blueprint for providing City services and as a working financial plan for the fiscal year. It also represents the official organizational plan by which City policies, priorities, and programs are implemented. It provides the means to communicate to the residents, businesses, and employees how the City's financial sources are used to provide services to the community. The budget includes both the operating costs to manage the City and the capital improvement projects that the City plans to undertake during the fiscal year.

The budget is organized by fund, by department, by division, by program, and by account. A fund is defined as a fiscal accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and balances, which are segregated for the purpose of carrying on specific activities in accordance with special regulations, restrictions, or limitations. A department (e.g., Police Department) is an organizational unit with divisions (e.g., Police Support Services) and within each division is a specific program (e.g., Crime Investigation). Line accounts provide the details of the type of expenditure that each department/division/program spends e.g., salaries, benefits, supplies, and so forth.

Budget Preparation Overview

Budget Message: This section includes the City Managers transmittal letter to the City Council and describes what is in the budget, including budget issues and policies that lead to the development of the budget. It also includes the City Council's Goals which direct the budget development process.

General Information: This section includes the organizational chart, city leadership, the community profile, the budget guide, budget process, financial and budget policies and the description of each fund. The funds are listed by fund type: Governmental Funds (include the General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Funds); and Proprietary Funds (include the Internal Service Funds).

Summaries of Financial Data: This section provides a budget overview, a variety of financial analyses such as the pie charts of resources and appropriations, multi-year budget comparisons; revenue details/narratives with historical trends, and a summary of personnel changes by department.

Departmental Budget Details: This section divides the document by department. It starts with the City Council. The reader will find a narrative of the department describing each division, an organizational chart, program accomplishments and goals, and performance measures/workload indicators. This section also provides the financial data of each department including multi-year comparisons of expenditures sorted in several ways by funding source, by division, by program, and by expenditure category. The last department is the Non-Departmental which is not an actual department, it is merely a cost center to house expenditures such as debt service payments and transfers outs, which are not attributed to a specific department.

Capital Improvement Program: This section provides financial status of the ongoing capital improvement projects, a summary of the capital improvement projects planned for the year by category and by funding source, and project detail forms that include their descriptions, funding sources, and the estimated cost of each project. This section also includes a five-year capital improvement project schedule.

Appendix: This is the final section of the budget document which includes a brief history of the City; miscellaneous statistics (such as date of incorporation, form of government, population, etc.); community profile (provides demographics information, among other things); a glossary of budget terms; a listing of acronyms used throughout the budget document; various statistical data about the City's debt obligations; and a per capita expenditure comparison with other jurisdictions contiguous to Costa Mesa.

Budget Process

Operating Budget

Each year, the Finance Department coordinates the preparation of the following fiscal year's budget. The information contained in the budget is the end product of a thorough financial review performed through the combined efforts of City staff.

The City's budget process begins in January with a kick-off meeting with all departments. The City Manager outlines the goals and directives for the development of the coming years budget. The Finance Department distributes the budget calendar, instructions, forms, and budget analysis to the departments. Maintenance Services staff coordinates the departmental building modification and vehicle replacement requests. Engineering coordinates the capital improvement project requests.

Each department is responsible for developing their own budget. After the departments have submitted their budget requests, the Finance Department reviews each request, analyzes all supporting documentation, and compiles the data. The budget team then calculates the total amount requested including estimated revenues and projected fund balances.

The City Manager and Finance Department hold departmental budget meetings to discuss each department's requests and obtains additional information, if necessary. Following these meetings, line item requests are adjusted in accordance with the City Manager's funding decisions. This budget-making process is completed from February through May.

Once the budget is adopted by City Council, staff incorporates the budgetary data into the City's accounting system. Staff issues the adopted budget document and submits it for both the national and the state budget awards program. On an ongoing basis, the Finance Department monitors budget performance using month-end reports, which are available to the departments throughout the year.

Capital Budget

The City maintains a rolling five-year Capital Improvement Program (CIP). In October/November of each year, the Public Works Department solicits proposals from the other City departments for inclusion in the coming years capital improvement projects budget. Around the same time, the Finance Department provides Public Works the estimated fund balances available for appropriation for CIP. These fund balances usually come from Special Revenues Funds and Capital Projects Funds. Both these fund types are earmarked for specific uses. The General Fund provides funding for CIP based on the Capital Asset Needs Ordinance and cash is transferred to the Capital Improvement Projects Fund, where the projects will reside.

Public Works staff then prepares the capital project detail forms, which provide detailed information about the proposed capital project. Typically, a project costing \$30,000 or more (with some exceptions depending on the type of project) is categorized as a capital improvement project. Others, costing less, could be included in consolidated Building Modification projects. These are routine maintenance and/or repairs of City buildings and facilities.

During the departmental budget meetings, the City Manager and staff review the various proposed projects. After the City Manager's evaluation of what will be included in the proposed budget, the CIP is submitted to the FiPAC Committee to review and is presented to the Planning Commission to determine if the projects conform to the General Plan. The proposed CIPs relating to parks are also submitted to the Parks & Recreation Commission for comments and recommendations.

The FiPAC Committee will be presented the proposed CIP on May 11, 2022. The CIP was presented to the City Council at the April 26, 2022 study session.

Budget and Funding Accounting

Basis of Budgeting

The City uses the modified accrual basis in budgeting governmental funds. This means that obligations of the City, including outstanding purchase orders, are budgeted as appropriations and revenues are recognized when they are both measurable and available to fund current expenditures.

The City does not have an enterprise fund. However, the City utilizes the internal service funds for its fleet services operations, self-insurance program and information technology replacement program. Under the internal service funds, the budget is prepared on a full accrual basis. This means expenses are recognized when incurred and revenues are recognized when due to the City. Depreciation expense is not included in budgeting for internal service funds but the full purchase price of equipment is included in the budget.

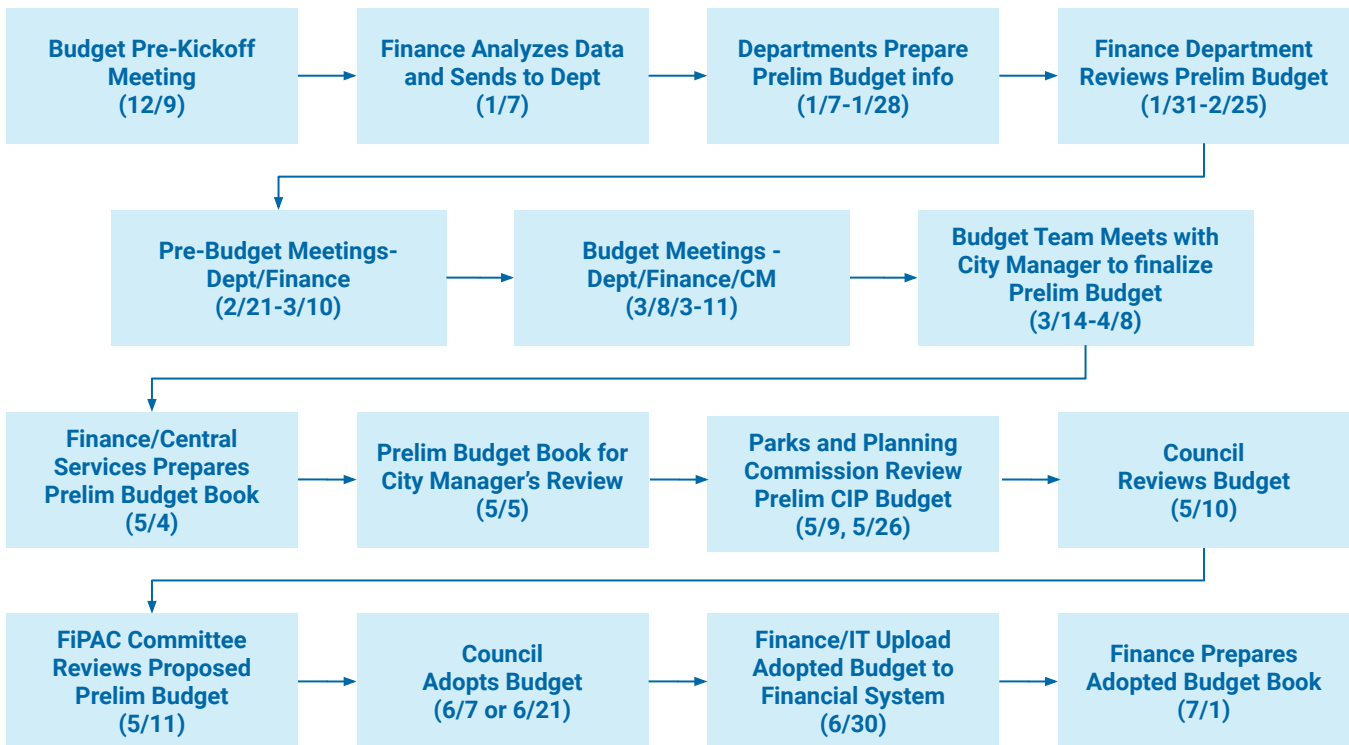
Basis of Accounting

The City uses the modified accrual basis of accounting for governmental funds. Revenues are recorded when measurable and available to fund current expenditures. Expenditures are recorded when the services are substantially performed or the goods have been received and the liabilities have been incurred. The City’s internal service funds use the full accrual basis of accounting; revenues are recorded when earned and expenses are recorded when incurred.

Budgetary control is maintained at the department level within each fund. The City also maintains an encumbrance accounting system budgetary control. Estimated purchase amounts are encumbered prior to the release of purchase orders to vendors. At fiscal year-end, all operating budget appropriations lapse, except for ongoing grant projects.

User Fees & Charges

As part of the budget cycle, the City considers updates to its fees and charges, usually, after the budget is adopted. The City uses, to some extent, a cost allocation method for administrative and overhead charges as part of the calculation. Administrative costs are based on staff salaries and benefits, which are allocated on a pro-rata basis; overhead charges are for maintenance and operations costs which are also allocated in the same manner. Both of these charges are added to the cost of personnel who are directly involved in the activity for which a fee is charged, which is determined by the time spent on that activity multiplied by the hourly rate for salaries and benefits. The City Council conducts a public hearing before adopting the new fees.



Financial And Budget Policies

Introduction

The City of Costa Mesa's largest financial responsibility to its residents is the care of public funds. Financial and budget policies are developed by the Finance Department and City Manager in order to establish the framework for the overall budget planning and financial management of the City of Costa Mesa. These policies shall periodically be reviewed by the City's Finance and Pension Advisory Committee (FiPAC) and adopted by the City Council. These policies will help City officials plan fiscal strategy using a consistent approach contributing to the City's fiscal stability and will provide adequate funding of the services desired by the public.

The City Manager will propose a budget within a reasonable amount of time for the City Council and public to review and discuss it before adoption. As per the City's Municipal Code, City Council shall adopt the annual budget by June 30th of each year.

Revenues

Revenues and Grants

The City will seek to maintain a diversified and stable revenue base to protect the City from short-term fluctuations in any one revenue source. Ongoing revenues will be projected using realistic assumptions. Revenue forecasts will be neither overly optimistic nor overly conservative. They will be as realistic as possible based on the best available information. Should economic downturns develop which could result in revenue shortfalls or fewer available resources, the City will make adjustments in anticipated expenditures to compensate.

One-time revenues shall be limited for use on non-recurring items including start-up costs, reserve stabilization, capital expenses, and early debt retirement.

Fees and Charges for Services

User fees will be imposed to cover the cost of services provided for unique or narrow segments of the community. Fees will normally be set at full cost recovery. Full cost recovery includes direct and indirect costs, overhead and depreciation for the period during which the fee will be in effect. Fees may be set at less than full cost recovery (cost of service may be subsidized) as the City Council deems necessary. Fees will be reviewed and updated on an ongoing basis to ensure that they keep pace with changes in the cost-of-living as well as changes in methods or levels of service delivery. Fees that are set by State law shall be implemented in accordance with those laws.

Operating & Capital Budget

Consistency with City Council and City Manager Priorities

Base operating budget requests shall be consistent with the priorities and operational plans set forth by the City Council, City Manager, and the City's Financial Policies. Department Heads are responsible for using these priorities and plans, along with program outcome indicators, to evaluate existing programs and redirect existing resources as needed for greater efficiency, to reduce cost, and minimize the requests for additional resources.

Balanced Budget

A balanced budget means that operating revenues must fully cover operating expenditures, including debt service. Under this policy, it is allowable for total expenditures to exceed revenues in a given year by the use of fund balance. However, in that situation, beginning unassigned fund balance can only be used to fund capital improvement plan projects or other one-time, non-recurring expenditures. Budgets for funds outside the General Fund are balanced to the funds own revenue sources without General Fund subsidy unless previously approved by the City Council.

Salaries and Benefits

The Finance Department will set the regular salary and employee benefits base budgets based on known changes in bargaining unit MOUs, retirement rates and other employee benefit costs. The FY 2019-20 Adopted Budget added a vacancy factor for each of the following departments: Parks and Community Services (6%), Police (8%), and Information Technology (5%). The FY 2022-23 Proposed Budget maintains the reduction of the vacancy factor as a multi-year approach to fiscally manage these amounts.

Maintenance and Operations

Maintenance and operations shall be budgeted at the same level as current year budget to the extent they are necessary to support basic operations, Council and City Manager's goals. Budgeted base amounts may be reduced if an analysis of actual usage reveals ongoing over-budgeting practices. One-time items applicable only to past years operations may be removed from the base.

Percentage of general Fund Budget for Capital Expenditures

The City shall allocate a minimum of five percent (5%) of annual General Fund revenue to capital asset fund. The capital funds are to be used for the construction, design, engineering, project management, inspection, contract administration and property acquisition of City-owned or operated facilities. Capital asset funds may also be applied toward debt obligations created to fund capital assets where the indebtedness originated after October 15, 2016.

For purposes of this policy, Capital assets are defined as fixed assets with a value greater than \$30,000 that are stationary in nature including, but not limited to, publicly owned or operated streets, highways, bridges, sidewalks, curbs, gutters, alleys, storm drains, trees and landscaping, medians, parks, playgrounds, traffic signals, streetlights, fences, facilities and walls. Capital assets are defined as City-owned or operated buildings including, but not limited to, City Hall, Civic Center, Police Department., Old Corp Yard, New Corp Yard, fire stations, libraries, and community centers. These expenditures can be budgeted in either the General Fund or Capital Improvements Fund. During an economic downturn or in the event of a disaster these allocated funds could be used as a type of reserve for operations upon approval by a supermajority of the entire City Council (5 votes).

Percentage of general Fund Budget for Information Technology Expenditures

The City will allocate a minimum of one and one-half percent (1.5%) of General Fund revenue to the Information Technology Replacement Fund. The technology funds are to be used for hardware, software, services, systems and supporting infrastructure to manage and deliver information.

For purposes of this policy, Infrastructure Expenditures are defined as expenditures on funding the implementation of the City's Information Technology Strategic Plan, replacement, maintenance, or improvement of the City's information technology and/or for staffing for the implementation of infrastructure needs. During an economic downturn or in the event of a disaster these allocated funds could be used as a type of reserve for operations upon approval by a supermajority of the entire City Council (5 votes).

Contingencies

A contingency of up to \$1.0 million is the normal policy amount. These amounts allow the City Manager to retain budget flexibility for operations during the fiscal year. The Finance Department and City Manager will account for requests and approvals of the use of these funds during the fiscal year. A status report and allocation of the use of these funds will be included in the mid-year budget report. Use of these funds, as with all other funds, will comply with the City Purchasing Policy and Procedures. For FY 2022-23, the Contingency allocation remained at \$500,000 to the Non-Departmental Proposed budget.

Requests for Budget Increase

All requests for budget increases require an evaluation that outlines the department's intended outcome(s). Multiple requests are ranked in order of the department's priority for approval. Department Heads will confirm that all potential alternatives for redirecting existing resources have been examined and that lower priority items have been reduced or eliminated in order to free up existing resources before asking for an increase.

The Finance Department and the City Manager will conduct a mid-year review of prior year budget increases to determine what prior year budget increases will be funded based on funding availability. Funding for these increases will continue if the Finance Department, the City Manager, and the requesting department agree that:

- They meet the performance expectations;
- They merit continuation;
- They are still relevant to the department's mission; and
- Sufficient funding exists.

Five-Year Financial Forecast

The City will forecast its General Fund revenues and expenditures for each of the next five years.

General Expenditure Management

Mid-Year Budget Reviews

The City Council will formally review the budget to actual status of revenues and expenditures as soon as practical, and amend the budget, if necessary. The mid-year review will also serve as an opportunity for the City Council to discuss and provide guidance on expectations for the next fiscal year's budget preparation.

Budgetary Control

The level of budget control exists at the program level. Annual budgets are set at the individual account level however; Department Heads will be responsible for not exceeding the overall program budget. The Finance Department will review monthly budget to actual reports provide to the City Manager for review. It is the responsibility of each department to communicate to the Finance Department when program budgets might be exceeded. This communication is to be before the situation occurs and include the reason or cause for the potential situation. At that time, the most appropriate action will be discussed to ensure fiscal balance.

Budget Transfers and Adjustments

Budget transfers are shifts of existing resources between divisions, programs, and accounts. Department Heads are responsible for the efficient and effective use of the resources within their departmental budgets and are required to reallocate existing resources before requesting budget increases. Therefore, they are permitted, with the concurrence of the Finance Department, to make budget transfers of resources among the accounts, programs and divisions within their department. If a department is unable to resolve budgetary issues within their department budget, the City Manager may approve the transfer of resources between departments staying within the total appropriations previously authorized by the City Council. Exceptions to this flexibility are transfers out of salaries and benefits, which require City Manager or Finance Department approval.

The City Manager has the authority to transfer monies to the appropriate item, account, program, department, or fund to cover expenditures which have been approved by the Council, except where such transfer is expressly prohibited in a resolution or ordinance passed by the Council. The City Manager also has the authority to transfer money between and within funds to meet the operational needs of the City within established spending limits.

Budget adjustments are changes that affect the total amount of the City budget. These include appropriation of new grants or other revenues that had not been approved or realized at the time of the budget adoption. These also include increases or decreases to unassigned fund balance for items approved but not spent in previous fiscal years (i.e. purchase order rollovers) or for unanticipated, one-time items that cannot be postponed to the next budget cycle. Budget adjustments must be approved by the City Council.

Operating Carryover and Surplus

Balances in operating program appropriations at fiscal year end may be carried over for specific purposes into the next fiscal year with the approval of the City Manager, and reporting to the City Council during a quarterly budget update report.

A fiscal year-end surplus may occur when there is a net increase in fund balance or when there is a positive budget variance. Such a surplus will be reviewed for potential use using the following priorities:

1. Increase reserves if reserves are below target.
2. Examine opportunities for prepayment and accelerated payoff of debt.
3. Increase funds for capital facilities.

Accounting

The City will comply with the requirements of the Governmental Accounting Standards Board (GASB) and record and maintain its financial transactions based upon Generally Accepted Accounting Principles (GAAP).

Investments

The City Treasurer shall invest the City's idle funds in accordance with the guidelines established in the adopted Investment Policy.

Fund Balance and Reserves

Fund balance consists of nonspendable, restricted, committed, assigned and unassigned funds.

Nonspendable fund balance includes amounts that cannot be spent because they are either not in spendable form (such as inventory) or legally or contractually required to be maintained intact (such as endowments).

Restricted fund balance includes amounts that can be spent only for specific purposes specified by constitution, external resource providers, or through enabling legislation.

Committed fund balance includes amounts that can be used only for specific purposes determined by formal action of a City ordinance by the Council. It includes legislation (Council action) that can only be overturned by new legislation requiring the same type of voting consensus that created the original action. Therefore, if Council action limiting the use of funds is separate from the action (legislation) that created (enables) the funding source, then it is committed, not restricted. For the purposes of establishing, modifying, and rescinding a committed fund balance, the City considers an ordinance more binding than a resolution or a minute action by City Council.

Assigned fund balance includes amounts that are designated or expressed by the Council, but does not require a formal action like a resolution or ordinance. The Council may delegate the ability to an employee or committee to assign uses of specific funds for specific purposes. In June 2011, the City Council passed Resolution 11-27, delegating authority to establish, modify, or rescind a fund balance assignment to the Finance Director.

Unassigned fund balance includes the residual balance for the City's General Fund and includes all spendable amounts not contained in other classifications.

As of June 30, 2021, combined reserves fund balance totals \$53.5 million as follows. The following information is from the City's audited financial statements for FY 2020-21.

Fund Balance Category	FY 2020-21 Audited
Committed	
Declared Disasters	\$ 14,125
Self Insurance	2,000
Economic Reserves	9,000
Assigned	
Compensated Absences	5,921
Police Retirement Supplemental	2,275
Section 115 Trust	1,778
Non-spendable	965
Unassigned	17,429
Total	\$ 53,493

Reserve Study and Goals

The financial risks that the City faces, and which should be accounted for in the process of establishing reserves, include economic volatility, major infrastructure failure, natural disasters and other emergencies. A separate study of these risks was prepared in 2016 and is periodically updated by the Finance Department to assess each category of risk and recommend to the City Council an adequate amount of reserves that will enable the City to prepare for the identified risks. At that time, Council determined the appropriate reserve level was \$55 million and committed to a plan to reach that goal and to increase the reserve level by a CPI factor annually in years where the General Fund had a surplus. During the annual budget process, the mid-year budget report and preparation of the five-year financial plan, actual reserve amounts are compared to recommended amounts. If reserves are below target, recommendations will be made for increasing reserves. The City reached the \$55 million goal on June 30, 2016, however the amount has fallen below the target level. At this time, staff have not included replenishing the reserves due to the budget constraints mentioned throughout this document.

Committed for Declared Disasters/Emergency Reserve

The \$14,125,000 committed for declared disasters was established by the City Council as an emergency reserve. As set forth by Council Resolution 11-27 (June 21, 2011) and Municipal Code Sections 2-206 and 2-207, use of this reserve is limited to the following purposes:

1. To provide required emergency funding as a result of a declared emergency.
2. To provide required funding for an unanticipated but urgent event threatening the public health, safety and welfare of the City such as earthquakes, major unanticipated infrastructure failures and terrorist events.

This reserve may only be utilized by resolution of the City Council for the reasons stated above. This amount will be shown as committed fund balance on the City’s Annual Comprehensive Financial Report (ACFR).

Paired with this reserve is the policy of a minimum monthly cash balance (throughout the fiscal year) in the General Fund of at least \$14 million. This keeps the reserve funds liquid rather than having them tied up in longer-term investments. The amount presented on the monthly Treasurer’s Report will be used to determine the actual ending monthly cash balance.

Committed for Self-Insurance

The \$2 million self-insurance reserve is set by Resolution 11-27 and Municipal Code Section 2-154. The City will maintain a minimum \$2 million Committed General Fund Balance to be used to pay actual losses not covered by other insurance policies or insurance pools. If used, this reserve shall be replenished with funds each fiscal year from the General Fund operating reserve.

Committed for Economic Reserves

During the reserve study discussed above, the City Council approved the establishment of a reserve to address possible economic instability resulting in a decline in sales tax, property tax, and transient occupancy tax. After the adoption of the reserve goal, the Finance Department created the Committed for Economic Reserve account and has added \$1.5 million, annually in accordance with the reserve study.

Other General Fund Reserves

The other three categories of reserves listed above are based on specific studies or calculations of what is needed for those programs. The amounts are refreshed annually and recommended to continue as long as required. In addition to these reserves, the City Council has delegated the authority to determine fund balance assignments to the Finance Director. These assignments include: Compensated Absences, Police Retirement 1% Supplemental and a Pension Section 115 Trust. These assignments total \$10 million at June 30, 2021.

Debt Service Fund Reserves

The City shall maintain reserves in the Debt Service Funds as prescribed by the bond covenants adopted at the time of the debt issuance.

Equipment Replacement Fund Reserves

The Equipment Replacement Fund shall maintain adequate reserves to provide funding for replacement of fleet vehicles and motorized equipment.

Debt

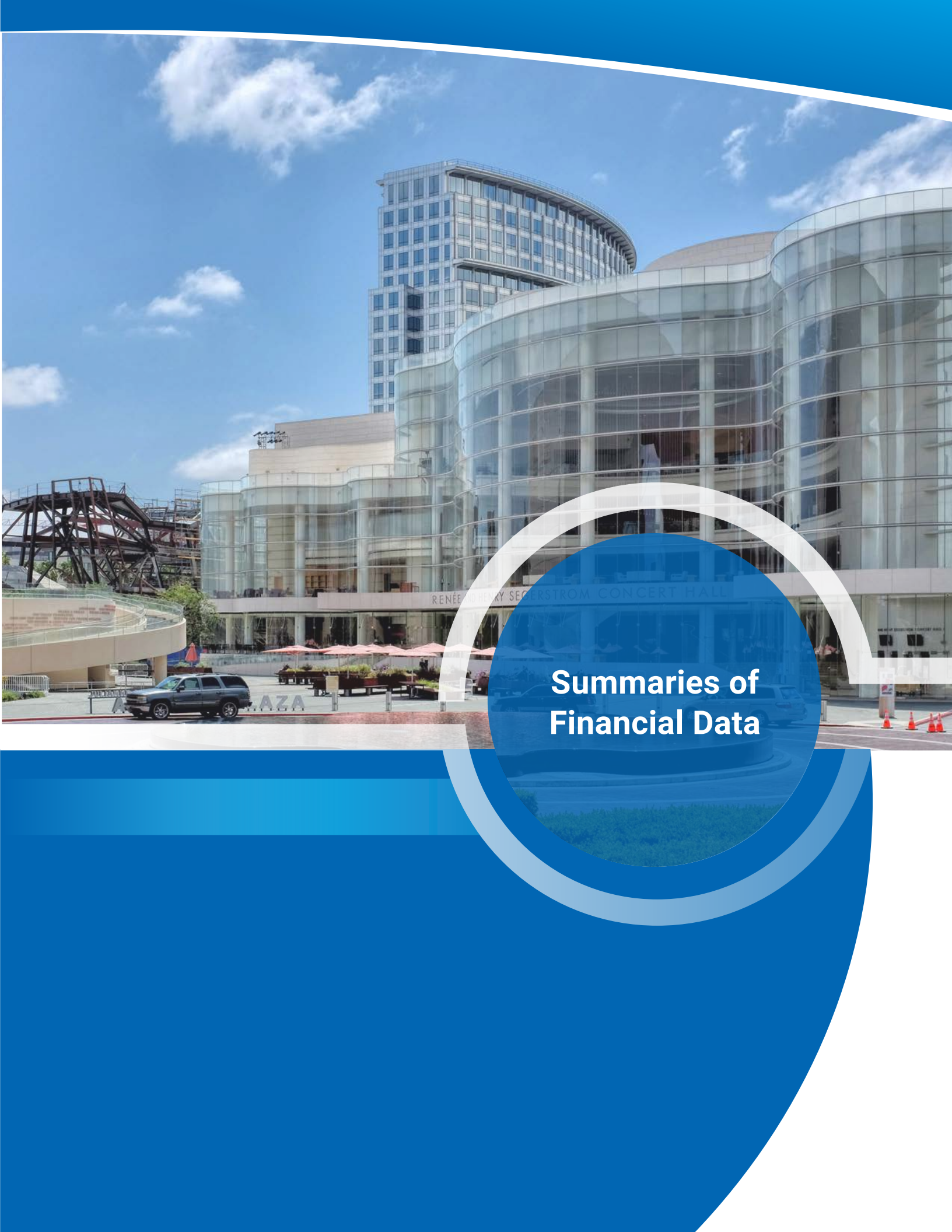
Debt Issuance

The City may issue long-term (exceeding twelve months) debt for capital projects and fixed assets. All General Fund debt issuances shall identify the method of repayment (or have a dedicated revenue source). The term of the debt should not exceed the life of the asset being financed. The City shall not issue General Fund debt to support ongoing operating costs unless such debt issuance achieves net operating cost savings and such savings are verified by independent analysis.

Unfunded Pension Liability

Should the City's pension obligations include an unfunded liability, the City shall develop a plan to reduce and eventually eliminate the unfunded liability. In addition to paying the annual required contribution (that includes amortization of the unfunded pension liability), the City will annually allocate a minimum of \$500,000 annually toward reducing the unfunded liability starting with the FireSide Fund. In addition, if the City prepays annual retirement costs, the savings on any prepayment option exercised will be evaluated by the Finance Department to determine if it could be used to make an additional payment to the FireSide Fund. These actions are intended to pay off the FireSide Fund in eleven or twelve years.





**Summaries of
Financial Data**



Budget Overview

The Fiscal Year 2022-23 Budget reflects the operating and capital spending plans for the General Fund, Special Revenue Funds, Capital Project Funds, and Internal Service Funds. The total proposed budget for all funds is approximately \$206 million, an increase of \$8.1 million, or 4 percent compared to the adopted budget for Fiscal Year 2021-22. Table 1 illustrates these amounts.

Table 1 - Proposed Budget - All Funds

Expenditure Category	Adopted	Proposed	Increase/(Decrease)		FY 2022-23
	FY 2021-22	FY 2022-23	Amount	Percent	% of Total
Operating Budget	\$ 163,522,932	\$ 170,095,673	\$ 6,572,741	4%	83%
Transfers Out	9,841,585	10,627,990	786,405	8%	5%
Capital Budget	24,566,362	25,312,023	745,661	3%	12%
Total	\$ 197,930,879	\$ 206,035,686	\$ 8,104,807	4%	100%

General Fund Budget Overview

The General Fund comprises 78 percent of the total operating budget. Therefore, the succeeding discussion will focus primarily on the General Fund.

The General Fund budget is \$163.5 million (including transfers out), an increase of approximately \$9.1 million, or 6 percent compared to the Fiscal Year 2021-22 adopted budget. Table 2 below illustrates the components and the changes of the budget as compared to the prior years budget.

Table 2 - General Fund Operating Budget

Expenditure Category	Adopted	Proposed	Increase/(Decrease)		FY 2022-23
	FY 2021-22	FY 2022-23	Amount	Percent	% of Total
Salaries and Benefits	\$ 105,549,020	\$ 112,261,839	\$ 6,712,819	6%	69%
Maintenance and Operations	38,437,418	39,066,403	628,985	2%	24%
Fixed Assets	1,435,306	1,551,306	116,000	8%	1%
Transfers Out	8,980,936	10,627,990	1,647,054	18%	7%
Total	\$ 154,402,680	\$ 163,507,538	\$ 9,104,858	6%	100%

Salaries And Benefits

Budgeted personnel costs increased by \$6.7 million, or 6 percent.. The Proposed Budget includes 549 full-time employees. Previously approved mid-year staffing adjustments of 6.5 FTEs are included. The Proposed Budget incorporates an additional 5.45 full time equivalents; however all but 0.65 FTEs are funded from non-General Fund sources. During the Great Recession, the City lost 146 full time positions. Even with the proposed changes, full time staffing levels are still ten percent under FY 2009-10 pre-recession levels.

Maintenance And Operations

The maintenance and operations category includes such accounts as: office supplies; office equipment; electricity; gas and water for all City owned property including parks, medians, street lights and traffic signals; park and facility maintenance, general liability insurance, the contingency account, and principal and interest payments on outstanding City debt. The budget for maintenance and operations in the General Fund is \$39.1 million, a net increase of \$0.6 million, or 2 percent compared to the FY 2021-22 adopted budget. The increase is attributed to funding some contractual increases in the Public Works Department and Information Technology Department, the November 2022 elections, and various minor essential expenditures.

Transfers Out

The budget includes an operating transfer out totaling \$10.6 million from the General Fund, to fund various Capital Improvement Program (CIP) projects, Information Technology replacement needs, and Equipment Replacement maintenance and fleet replacement. City Council approved to implement the 5.0% of General Fund revenues to be transferred to the Capital Outlay Fund, as required by the Capital Asset Needs (CAN) Ordinance. The proposed amount to be transferred for Fiscal Year 2022-23 is \$5.4 million to the Capital Improvement Fund. Ordinance 2021-06, passed by the City Council on March 17, 2021, to reallocate 1.5% of the annual General Fund revenues to fund the City’s technology needs. The budget includes a \$2.4 million transfer to the Information Technology Replacement Fund to comply with this ordinance. Further, a \$2.8 million transfer to the Equipment Replacement Fund for the ongoing replacement and maintenance of the City’s aging fleet.

The total Proposed FY 2022-23 General Fund revenue is \$163.5 million, an increase of \$12.3 million or 8 percent compared to FY 2021-22 amended budget. Table 3 illustrates the General Fund revenue sources estimates.

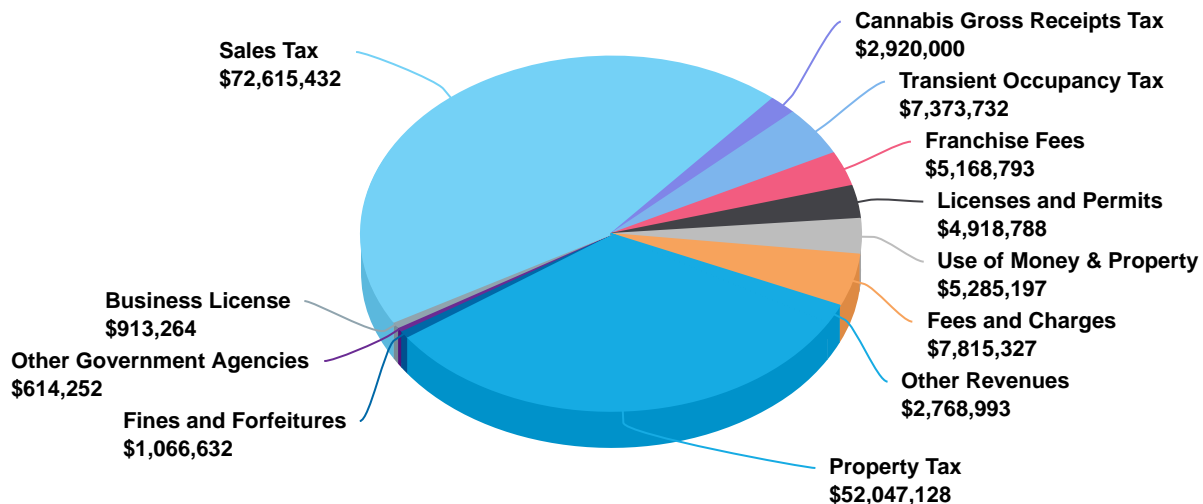
Table 3 - General Fund Revenue Estimates

Revenue Source	Adopted	Proposed	Increase/(Decrease)		FY 2022-23
	FY 2021-22	FY 2022-23	Amount	Percent	% of Total
Taxes	\$ 124,260,065	\$ 141,038,349	\$ 16,778,284	14%	86%
Licenses and Permits	4,013,441	4,918,788	905,347	23%	3%
Fines and Forfeitures	1,401,089	1,066,632	(334,457)	-24%	1%
Use of Money and Property	4,883,522	4,695,652	(187,870)	-4%	3%
Other Governmental Agencies	275,523	614,252	338,729	123%	0%
Fees and Charges for Service	7,624,611	8,404,872	780,261	10%	5%
Other Revenue	2,163,809	2,768,993	605,184	28%	2%
Operating Transfer In	6,561,529	-	(6,561,529)	-100%	0%
Total	\$ 151,183,589	\$ 163,507,538	\$ 12,323,949	8%	100%

Revenues

City management has been working with all Departments to develop a structurally balanced FY 2022-23 General Fund Budget. Table 3 above reflects an overall 8 percent increase in General Fund revenue compared to the Fiscal Year 2021-22 adopted budget, this is primarily attributed to transfers in from the American Rescue Plan (ARP) Fund and expected increases in taxes, specifically proposed increases due to property and sales taxes. The combined decrease of these two taxes make up \$11.0 million of \$16.8 million increase in taxes.

Graph 1 - General Fund Revenue Estimates by Category



Other Governmental Funds

To gain a better understanding of the budget as a whole, the General Fund budget is compared to the entire budget covering all governmental funds. Table 4 illustrates this relationship.

Table 4 - Revenue Budget - All Funds by Fund Type

Fund Types	Adopted	Proposed	Increase/(Decrease)		FY 2022-23
	FY 2021-22	FY 2022-23	Amount	Percent	% of Total
General Fund	\$ 151,183,589	\$ 163,507,538	\$ 12,323,949	8%	89%
Special Revenue Funds	21,269,361	9,114,737	(12,154,624)	-57%	5%
Capital Projects Funds	13,659,100	11,036,428	(2,622,673)	-19%	6%
Total	\$ 186,112,050	\$ 183,658,703	\$ (2,453,348)	-1%	100%

*Does not include Internal Services Revenue

Internal Service Funds

The City uses Internal Service Funds to account for the following activities:

Equipment Replacement Fund (601)

This fund accounts for the accumulation of resources necessary to replace vehicles over a number of years based upon an established replacement schedule. This fund also accounts for fleet services provided by the Maintenance Services Division to the user-departments. For FY 2022-23, the budget is approximately \$5.5 million.

Under the Internal Service Funds method of accounting for fleet services, user-departments are charged monthly internal rent. The rent consists of the estimated cost for future replacement of department vehicles and the monthly cost of maintenance, including fuel. Staff uses an inflationary factor compounded annually to determine the estimated future replacement cost divided by the estimated life of the vehicles. Maintenance charges are based on actual usage of fuel and service, including labor, materials, and overhead costs.

Self-Insurance Fund (602)

This fund accounts for the Risk Management Program including workers compensation, general liability, and unemployment insurance. The FY 2022-23 budget totals \$4.8 million. The City currently contracts with separate vendors for workers compensation and managed care services that historically were handled together. Since the City has separated the two, it has been able to take advantage of competitive rates and additional cost savings on medical expenses.

The unemployment insurance portion is based on actual payments to the State Employment Development Department (EDD), which processes the claims for unemployment benefits on behalf of the City. The City reimburses the EDD on a quarterly basis. Departments are charged back based on an established formula.

Revenues for the Self-insurance Fund come from internal charges to the user-departments based on historical costs of incurred losses, insurance premiums, and other services provided by the Risk Management Division.

Information Technology Replacement Fund (603)

This fund accounts for the accumulation of resources necessary to replace hardware and software related to information technology. As per Ordinance no. 2021-06, 1.5% of annual General Fund revenues is allocated to the Information Technology Replacement Fund to provide funding for the City's immediate and future information technology needs, including those identified in the Information Technology Strategic Plan.

Table 5 - Revenue Budget - Internal Service Funds

Fund Types	Adopted	Proposed	Increase/(Decrease)		FY 2022'23
	FY 2021-22	FY 2022-23	Amount	Percent	% of Total
Equipment Replacement Fund	\$ 2,671,416	\$ 5,459,716	\$ 2,788,300	104%	43%
Self-Insurance Fund	4,931,477	4,821,477	(110,000)	-2%	38%
IT Replacement Fund	2,321,135	2,452,613	131,478	6%	19%
Total	\$ 9,924,028	\$ 12,733,806	\$ 2,809,778	28%	100%

Capital Improvement Projects

The Proposed capital budget is approximately \$25.3 million, an increase of \$0.7 million or 3% from the adopted FY 2021-22 budget. In reviewing the Capital Improvement Program budget, it is important to keep in mind that most projects are funded by restricted revenue sources or grants. Consequently, there will potentially be significant differences from year to year in both the numbers of projects adopted and the total dollars budgeted. Primary funding sources for capital projects include the Measure M, Gas Tax, Gas Tax, Road Maintenance and Rehabilitation Account, Air Quality Management Fund, Community Development Block Grant, Park Development Fees, Traffic Impact Fees, Capital Improvement and Drainage Fees Funds.

Key projects included in the Capital Improvement Budget for FY 2022-23 are:

- Police Department Range Remodel
- Jack Hammett Sport Park Expansion
- Citywide street improvements
- Westside Storm Drain Improvements
- Adams Avenue Improvements-RMRA

The City’s Five-Year Capital Improvement Program (CIP) is listed at the end of the CIP section of this budget book. This section provides comprehensive, detailed information on the capital projects that the City plans to undertake in the coming fiscal year and beyond. It also contains a summary listing of projects by funding source.



Calculation of Projected Fund Balances for the Fiscal Year Ending June 30, 2023

Fund Description *	(1) Projected Fund Balances 7/1/2022	(2) Estimated Revenues FY 2022-23	(3) Proposed Operating Expenditures FY 2022-23
GOVERNMENTAL FUNDS			
General Fund 101	\$ 53,492,261	\$ 163,507,538	\$ 163,507,538
Special Revenue Funds			
Arts Cultural Master Plan 130 ⁽¹⁾	\$ (43,550)	\$ -	\$ 220,898
First Time Homebuyer Program 140	-	166,667	166,667
Disaster Fund 150	-	-	-
Gas Tax Fund 201	5,169,039	3,287,187	906,746
Air Quality Management District Fund (AQMD) 203	272,120	150,000	-
American Rescue Plan 204	12,829,904	-	-
HOME Program Fund 205	1,710,780	521,749	552,741
Community Development Block Grant Fund (CDBG) 207 ⁽²⁾	1,234,025	1,121,215	751,187
Supplemental Law Enforcement Services Fund 213	54,185	271,551	307,229
Rental Rehabilitation Program Fund 216	281,493	-	80,000
Narcotics Forfeiture Fund 217	1,256,245	-	-
Local Law Enforcement Block Grant Fund 219	34,444	-	-
Office of Traffic Safety 220	136,837	-	-
Federal Grants Fund 230 ⁽²⁾	209,299	331,116	-
State Grants Fund 231 ⁽²⁾	3,024,293	527,803	530,202
RMRA Gas Tax Fund 251	8,048,399	2,570,782	-
Subtotal Special Revenue Funds	\$ 34,217,514	\$ 8,948,070	\$ 3,515,670
Capital Projects Funds			
Park Development Fees Fund 208	\$ 2,726,349	\$ 328,095	\$ 328,095
Drainage Fees Fund 209	1,693,167	213,206	71,519
Traffic Impact Fees Fund 214	5,241,581	1,533,025	-
Fire System Development Fees Fund 218	341,018	-	-
Fire Protective System Paramedic Fund 228	310,524	-	-
Capital Improvement Fund 401	19,209,819	5,372,077	-
Vehicle Parking District 1 409	41,253	4,026	-
Vehicle Parking District 2 410	97,154	12,285	-
Golf Course Improvement Fund 413	448,983	110,000	50,000
Measure "M2" Regional Fund 415 (1,2)	58,318	385,000	-
Measure "M2" Fairshare Fund 416	2,883,147	2,927,964	511,602
Jack Hammett SC Capital Improvement Fund 417	72,673	150,750	-
Lions Park Project 2017 Bond Fund 418	324,729	-	-
Subtotal Capital Projects Funds	\$ 33,448,714	\$ 11,036,428	\$ 961,216
Total Governmental Funds	\$ 121,158,489	\$ 183,492,036	\$ 167,984,424
INTERNAL SERVICE FUNDS			
Equipment Replacement Fund 601	\$ 246,994	\$ 5,459,716	\$ 5,459,716
Self-Insurance Fund 602 ⁽¹⁾	(1,172,476)	4,821,477	4,939,571
IT Replacement Fund 603	7,705,288	2,452,613	2,339,951
Total Internal Service Funds	\$ 6,779,806	\$ 12,733,806	\$ 12,739,238
GRAND TOTAL	\$ 127,938,295	\$ 196,225,842	\$ 180,723,662

Explanation of negative fund balance:

(1) Negative fund balances are recognized in previous audits and will be corrected over time.

(2) A portion of approved grants from prior years are being expended on approved projects/costs. There were approved grant funds approved in previous years on a cost-reimbursement basis so the fund balance will be corrected.

(4)	(5) = (3+4)	(6) = (2-5)	(7)	(8)	(6) + (7) + (8)
Proposed Capital Expenditures FY 2022-23	Total Proposed Expenditures FY 2022-23	Estimated Revenues Over (Under) Budget	Transfers In	Transfers Out	Projected Fund Balances 6/30/2023
\$ -	\$ 163,507,538	\$ -			\$ 53,492,261
\$ -	\$ 220,898	\$ (220,898)	\$ -	\$ -	\$ (264,448)
-	166,667	-	-	-	\$ -
-	-	-	-	-	\$ -
2,982,000	3,888,746	(601,559)	-	-	\$ 4,567,480
195,000	195,000	(45,000)	-	-	\$ 227,120
-	-	-	-	-	\$ 12,829,904
-	552,741	(30,992)	-	-	\$ 1,679,788
600,000	1,351,187	(229,972)	-	-	\$ 1,004,053
-	307,229	(35,678)	-	-	\$ 18,507
-	80,000	(80,000)	-	-	\$ 201,493
-	-	-	-	-	\$ 1,256,245
-	-	-	-	-	\$ 34,444
-	-	-	-	-	\$ 136,837
331,116	331,116	-	-	-	\$ 209,299
2,561,125	3,091,327	(2,563,524)	-	-	\$ 460,769
2,570,782	2,570,782	-	-	-	\$ 8,048,399
\$ 9,240,023	\$ 12,755,693	\$ (3,807,623)	\$ -	\$ -	\$ 30,409,891
\$ -	\$ 328,095	\$ -	\$ -	\$ -	\$ 2,726,349
30,000	101,519	111,687	-	-	\$ 1,804,854
1,200,000	1,200,000	333,025	-	-	\$ 5,574,606
-	-	-	-	-	\$ 341,018
-	-	-	-	-	\$ 310,524
11,332,000	11,332,000	(5,959,923)	-	-	\$ 13,249,896
-	-	4,026	-	-	\$ 45,279
-	-	12,285	-	-	\$ 109,439
350,000	400,000	(290,000)	-	-	\$ 158,983
385,000	385,000	-	-	-	\$ 58,318
2,775,000	3,286,602	(358,638)	-	-	\$ 2,524,509
-	-	150,750	-	-	\$ 223,423
-	-	-	-	-	\$ 324,729
\$ 16,072,000	\$ 17,033,216	\$ (5,996,789)	\$ -	\$ -	\$ 27,451,926
\$ 25,312,023	\$ 193,296,447	\$ (9,804,412)	\$ -	\$ -	\$ 111,354,078
\$ -	\$ 5,459,716	\$ -	\$ -	\$ -	\$ 246,994
-	4,939,571	(118,094)	-	-	\$ (1,290,570)
-	2,339,951	112,662	-	-	\$ 7,817,950
\$ -	\$ 12,739,238	\$ (5,432)	\$ -	\$ -	\$ 6,774,374
\$ 25,312,023	\$ 206,035,685	\$ (9,809,844)	\$ -	\$ -	\$ 118,128,452

All Funds Revenues and Sources of Funds From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Fund/Account Description	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget	% Incr/ (Dec)
GENERAL FUND					
Fund 101 - General Fund	\$ 137,600,019	\$ 150,212,010	\$ 151,183,589	\$ 163,507,538	8%
SPECIAL REVENUE FUNDS					
Fund 130 - Cultural Arts Master Plan					
Marijuana X Bus Tax	\$ -	\$ -	\$ 166,667	\$ -	-100%
Marijuana Q Bus Tax	-	-	-	166,667	0%
Total Fund 130	\$ -	\$ -	\$ 166,667	\$ 166,667	0%
Fund 140 - First Time Homebuyer Program					
Marijuana X Bus Tax	\$ -	\$ -	\$ 166,667	\$ 166,667	0%
Total Fund 140	\$ -	\$ -	\$ 166,667	\$ 166,667	0%
Fund 150 - Disaster Fund					
Other County Grants/Programs	\$ 8,877	\$ 793,904	\$ -	\$ -	0%
Operating Transfers In	-	5,053,108	-	-	0%
Other Federal Grants	1,059,214	1,528,403	-	-	0%
Total Fund 150	\$ 1,068,091	\$ 7,375,416	\$ -	\$ -	0%
Fund 201 - Gas Tax					
Investment Earnings	\$ 133,849	\$ 102,420	\$ 40,000	\$ 0	-100%
GASB 31 Market Value Adjustmnt	121,627	(107,544)	-	-	0%
Gasoline Tax - Section 2103	798,691	765,768	1,023,231	1,110,769	9%
Gasoline Tax - Section 2105	590,859	584,754	666,742	727,641	9%
Gasoline Tax - Section 2106	369,871	360,600	406,808	444,705	9%
Gasoline Tax - Section 2107.1	746,072	791,272	848,480	994,072	17%
Gasoline Tax - Section 2107.5	10,000	10,000	10,000	10,000	0%
Other Reimbursements	10,780	71,583	-	-	0%
Total Fund 201	\$ 2,781,749	\$ 2,578,852	\$ 2,995,261	\$ 3,287,187	10%
Fund 203 - Air Quality					
Air Quality Improvement Fees	\$ 146,894	\$ 149,875	\$ 146,900	\$ 150,000	2%
Investment Earnings	8,508	5,013	3,005	-	-100%
GASB 31 Market Value Adjustmnt	5,748	(6,419)	-	-	0%
Other Governmental Agencies	-	122,540	-	-	0%
Total Fund 203	\$ 161,150	\$ 271,009	\$ 149,905	\$ 150,000	0%
Fund 204 - American Rescue Plan					
American Rescue Plan	\$ -	\$ 13,113,464	\$ -	\$ -	0%
Investment Earnings	-	381	-	-	0%
Other Federal Grants	-	-	13,240,757	-	-100%
Total Fund 204	\$ -	\$ 13,113,845	\$ 13,240,757	\$ -	-100%

All Funds Revenues and Sources of Funds From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Fund/Account Description	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget	% Incr/ (Dec)
Fund 205 - HOME Investment Partnerships Program (HOME)					
Lien/Loan Repayment	\$ 49,818	\$ 46,325	\$ 20,000	\$ 20,000	0%
Investment Earnings	33,005	21,986	30,000	-	-100%
HOME Invest. Partnership Grant	141,967	41,261	501,749	501,749	0%
GASB 31 Market Value Adjustmnt	28,221	(21,084)	-	-	0%
Total Fund 205	\$ 253,011	\$ 88,487	\$ 551,749	\$ 521,749	-5%
Fund 207 - Community Development Block Grant (CDBG)					
Community Dev. Block Grant	\$ 411,358	\$ 1,895,056	\$ 1,121,215	\$ 1,121,215	0%
Investment Earnings	445	-	-	-	0%
Total Fund 207	\$ 411,803	\$ 1,895,056	\$ 1,121,215	\$ 1,121,215	0%
Fund 213 - Supplemental Law Enforcement Services (SLESF)					
Citizens' Option Public Safety	\$ 273,684	\$ 273,945	\$ 265,965	\$ 271,551	2%
Investment Earnings	55	322	-	-	0%
GASB 31 Market Value Adjustmnt	193	(259)	-	-	0%
Total Revenues	\$ 273,932	\$ 274,009	\$ 265,965	\$ 271,551	2%
Total Fund 213	\$ 273,932	\$ 274,009	\$ 265,965	\$ 271,551	2%
Fund 216 - Rental Rehabilitation Program					
Lien/Loan Repayment	\$ 40,000	\$ -	\$ -	\$ -	0%
Investment Earnings	5,381	3,774	1,000	-	-100%
GASB 31 Market Value Adjustmnt	4,758	(3,754)	-	-	0%
Total Fund 216	\$ 50,139	\$ 19	\$ 1,000	\$ -	-100%
Fund 217 - Narcotics Forfeiture					
Asset Forfeiture-County/Other	\$ 58,421	\$ 4,641	\$ -	\$ -	0%
Asset Forf OC Drug/Gang Actvty	10,310	819	-	-	0%
Asset Forfeiture - Treasury	10,824	-	-	-	0%
Asset Forfeiture - Justice	587,525	-	-	-	0%
Investment Earnings	26,109	23,102	1,000	-	-100%
GASB 31 Market Value Adjustmnt	31,005	(22,688)	-	-	0%
Total Fund 217	\$ 724,193	\$ 5,873	\$ 1,000	\$ -	-100%
Fund 219 - Local Law Enforcement Block Grant					
Investment Earnings	\$ 715	\$ 462	\$ -	\$ -	0%
GASB 31 Market Value Adjustmnt	582	(459)	-	-	0%
Total Fund 219	\$ 1,297	\$ 2	\$ -	\$ -	0%
Fund 220 - Office of Traffic Safety					
Other Federal Grants	\$ 163,410	\$ 273,383	\$ -	\$ -	0%
Total Fund 220	\$ 163,410	\$ 273,383	\$ -	\$ -	0%
Fund 230 - Federal Grants					
Other Federal Grants	\$ 13,300	\$ 2,818,645	\$ -	\$ 331,116	0%
Investment Earnings	12,363	5,533	-	-	0%
GASB 31 Market Value Adjustmnt	47,638	-	-	-	0%
Total Fund 230	\$ 73,301	\$ 2,824,178	\$ -	\$ 331,116	0%

All Funds Revenues and Sources of Funds From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Fund/Account Description	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget	% Incr/ (Dec)
Fund 231 - State Grants					
Other State Grants	\$ 273,025	\$ 1,196,710	\$ 329,813	\$ 527,803	60%
Investment Earnings	686	352	500	-	-100%
GASB 31 Market Value Adjustmnt	2,775	-	-	-	0%
Total Fund 231	\$ 276,486	\$ 1,197,062	\$ 330,313	\$ 527,803	60%
Fund 251 - Road Maintenance and Rehabilitation Account (RMRA) Gas Tax					
Investment Earnings	\$ 69,267	\$ 71,625	\$ 15,000	\$ -	-100%
GASB 31 Market Value Adjustmnt	74,796	(77,806)	-	-	0%
Gasoline Tax - Loan Repayment	130,218	-	-	-	0%
Gasoline Tax - RMRA	2,006,161	2,127,817	2,263,862	2,570,782	14%
Total Fund 251	\$ 2,280,442	\$ 2,121,636	\$ 2,278,862	\$ 2,570,782	13%
CAPITAL PROJECTS FUNDS					
Fund 208 - Park Development Fees					
Park Development Fees	\$ 1,049,018	\$ 766,372	\$ 708,869	\$ 328,095	-54%
Contributions	-	100,000	-	-	0%
Other Reimbursements	-	6,966	-	-	0%
Investment Earnings	125,578	77,781	50,000	-	-100%
GASB 31 Market Value Adjustmnt	98,324	(69,760)	-	-	0%
Total Fund 208	\$ 1,272,919	\$ 881,359	\$ 758,869	\$ 328,095	9%
Fund 209 - Drainage Fees					
Drainage Assessment Fees	\$ 898,498	\$ 433,328	\$ 426,411	\$ 213,206	-50%
Investment Earnings	39,586	34,027	20,000	-	-100%
GASB 31 Market Value Adjustmnt	38,898	(31,927)	-	-	0%
Total Fund 209	\$ 976,982	\$ 435,428	\$ 446,411	\$ 213,206	-52%
Fund 214 - Traffic Impact Fees					
Traffic Impact Fees	\$ 259,298	\$ 1,212,500	\$ 200,000	\$ 1,533,025	667%
Other Reimbursements	-	1,855	-	-	0%
Investment Earnings	93,197	64,666	30,000	-	-100%
GASB 31 Market Value Adjustmnt	81,608	(74,161)	-	-	0%
Total Fund 214	\$ 434,104	\$ 1,204,859	\$ 230,000	\$ 1,533,025	567%
Fund 218 - Fire System Development					
Fire Protect. Sys. Dev. Fees	\$ 167,540	\$ -	\$ -	\$ -	0%
Investment Earnings	10,844	4,572	700	-	-100%
GASB 31 Market Value Adjustmnt	5,764	(4,548)	-	-	0%
Total Fund 218	\$ 184,148	\$ 23	\$ 700	\$ -	-100%
Fund 228 - Fire Protection System Paramedic Fund					
Fire Prot System Paramedic	\$ 301,792	\$ -	\$ -	\$ -	0%
Investment Earnings	3,462	4,163	-	-	0%
GASB 31 Market Value Adjustmnt	5,249	(4,141)	-	-	0%
Total Fund 228	\$ 310,503	\$ 21	\$ -	\$ -	0%

All Funds Revenues and Sources of Funds From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Fund/Account Description	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget	% Incr/ (Dec)
Fund 401 - Capital Outlay					
Contributions	\$ -	\$ 100,000	\$ -	\$ -	0%
Other Federal Grants	599,689	605,285	-	-	0%
Other County Grants/Programs	-	2,529,126	-	-	0%
Other Governmental Agencies	-	1,670,000	-	-	0%
Other State Grants	727,500	244,004	-	-	0%
Investment Earnings	191,364	154,011	60,000	-	-100%
GASB 31 Market Value Adjustmnt	113,335	(155,755)	-	-	0%
Other Reimbursements	1,076,110	183,801	-	-	0%
Total Revenues	\$ 2,707,998	\$ 5,330,472	\$ 60,000	\$ -	-100%
Operating Transfers In	\$ 4,402,681	\$ 7,787,926	\$ 7,570,450	\$ 5,372,077	-29%
Total Other Financing Sources	\$ 4,402,681	\$ 7,787,926	\$ 7,570,450	\$ 5,372,077	-29%
Total Fund 401	\$ 7,110,679	\$ 13,118,398	\$ 7,630,450	\$ 5,372,077	-30%
Fund 409 - Vehicle Parking District 1					
Secured Property Tax	\$ 4,126	\$ 3,685	\$ 3,500	\$ 4,000	14%
Unsecured Property Tax	12	12	12	12	0%
Supplemental Property Tax	8	8	11	11	0%
Homeowners Property Tax	2	2	2	2	0%
Delinquent Tax - Penalties/Int	1	1	1	1	0%
Investment Earnings	169	484	200	-	-100%
GASB 31 Market Value Adjustmnt	575	(503)	-	-	0%
Total Fund 409	\$ 4,894	\$ 3,689	\$ 3,726	\$ 4,026	8%
Fund 410 - Vehicle Parking District 2					
Secured Property Tax	\$ 12,653	\$ 10,501	\$ 12,260	\$ 12,260	0%
Unsecured Property Tax	10	10	11	11	0%
Supplemental Property Tax	7	7	11	11	0%
Homeowners Property Tax	2	2	2	2	0%
Delinquent Tax - Penalties/Int	1	1	1	1	0%
Investment Earnings	365	1,076	500	-	-100%
GASB 31 Market Value Adjustmnt	1,258	(1,132)	-	-	0%
Total Fund 410	\$ 14,295	\$ 10,465	\$ 12,785	\$ 12,285	-4%
Fund 413 - Golf Course Improvement					
Investment Earnings	\$ 5,435	\$ 4,545	\$ 1,500	\$ -	-100%
GASB 31 Market Value Adjustmnt	4,951	(4,979)	-	-	0%
Golf Course Operations	108,759	163,715	110,000	110,000	0%
Total Fund 413	\$ 119,145	\$ 163,281	\$ 111,500	\$ 110,000	-1%
Fund 415 - Measure M2 Competitive					
Measure "M2" Regional Grant	\$ 750,841	\$ 83,149	\$ 1,773,000	\$ 385,000	-78%
Investment Earnings	9,702	1,417	-	-	0%
GASB 31 Market Value Adjustmnt	3,154	-	-	-	0%
Total Fund 415	\$ 763,697	\$ 84,566	\$ 1,773,000	\$ 385,000	-78%

All Funds Revenues and Sources of Funds From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Fund/Account Description	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget	% Incr/ (Dec)
Fund 416 - Measure M2 Fairshare					
Measure "M2" Fairshare	\$ 2,688,605	\$ 2,666,018	\$ 2,496,909	\$ 2,927,964	17%
Other Governmental Agencies	-	64,568	-	-	0%
Other Reimbursements	-	6,600	-	-	0%
Investment Earnings	91,847	68,048	40,000	-	-100%
GASB 31 Market Value Adjustmnt	89,714	(50,058)	-	-	0%
Total Fund 416	\$ 2,870,166	\$ 2,755,176	\$ 2,536,909	\$ 2,927,964	15%
Fund 417 - Jack Hammett Sports Complex Capital Improvement					
Jack Hammett Field Rental	\$ 150,750	\$ 100,750	\$ 150,750	\$ 150,750	0%
Investment Earnings	10,560	6,692	3,000	-	-100%
GASB 31 Market Value Adjustmnt	8,438	(6,657)	-	-	0%
Total Fund 417	\$ 169,748	\$ 100,784	\$ 153,750	\$ 150,750	-2%
Fund 418 - Lions Park Project 2017 Bond					
Investment Earnings	\$ 24,556	\$ 1,799	\$ 1,000	\$ -	-100%
GASB 31 Market Value Adjustmnt	2,994	(160)	-	-	0%
Total Fund 418	\$ 27,550	\$ 1,640	\$ 1,000	\$ -	-100%
INTERNAL SERVICE FUNDS					
Fund 601 - Equipment Replacement Fund					
Investment Earnings	\$ 17,488	\$ 24,637	\$ 15,000	\$ -	-100%
GASB 31 Market Value Adjustmnt	26,885	(58,925)	-	-	0%
Sale of Automotive Equipment	32,156	3,804	-	-	0%
Sale of Other Equipment	4,042	3,842	-	-	0%
Other Governmental Agencies	-	25,670	-	-	0%
Automotive Equipment, Rental	2,571,510	2,635,841	2,656,416	2,656,416	0%
Contributions	-	182,126	-	-	0%
Donations	278,521	-	-	-	0%
Damage to City Property	-	3,427	-	-	0%
Total Revenues	\$ 2,930,601	\$ 2,820,422	\$ 2,671,416	\$ 2,656,416	-1%
Operating Transfers In	\$ 1,125,000	\$ 2,862,342	\$ -	\$ 2,803,300	0%
Total Other Financing Sources	\$ 1,125,000	\$ 2,862,342	\$ -	\$ 2,803,300	0%
Total Fund 601	\$ 4,055,601	\$ 5,682,764	\$ 2,671,416	\$ 5,459,716	104%
Fund 602 - Self Insurance Fund					
Investment Earnings	\$ 241,645	\$ 167,905	\$ 110,000	\$ -	-100%
GASB 31 Market Value Adjustmnt	219,612	(169,676)	-	-	0%
Unemployment Premiums	80,421	80,914	80,000	80,000	0%
General Liability Premiums	2,246,078	2,072,577	2,051,459	2,051,459	0%
Settlements Revenue	-	685	-	-	0%
Workers' Compensation Premiums	2,977,926	2,735,854	2,690,018	2,690,018	0%
Total Revenues	\$ 5,765,682	\$ 4,888,260	\$ 4,931,477	\$ 4,821,477	-2%
Operating Transfers In	\$ -	\$ 4,004,586	\$ -	\$ -	0%
Total Other Financing Sources	\$ -	\$ 4,004,586	\$ -	\$ -	0%
Total Fund 602	\$ 5,765,682	\$ 8,892,846	\$ 4,931,477	\$ 4,821,477	-2%

All Funds Revenues and Sources of Funds From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Fund/Account Description	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget	% Incr/ (Dec)
Fund 603 - IT Replacement Fund					
Investment Earnings	\$ 101,291	\$ 73,512	\$ 50,000	\$ -	-100%
GASB 31 Market Value Adjustmnt	87,159	(79,851)	-	-	0%
Total Revenues	\$ 188,450	\$ (6,339)	\$ 50,000	\$ -	-100%
Operating Transfers In	\$ -	\$ 2,365,266	\$ 2,271,135	\$ 2,452,613	8%
Total Other Financing Sources	\$ -	\$ 2,365,266	\$ 2,271,135	\$ 2,452,613	8%
Total Fund 603	\$ 188,450	\$ 2,358,927	\$ 2,321,135	\$ 2,452,613	6%
TOTAL REVENUES	\$ 164,859,906	\$ 200,904,945	\$ 186,194,493	\$ 185,764,519	0%
TOTAL OTHER SOURCES	\$ 5,527,681	\$ 17,020,120	\$ 9,841,585	\$ 10,627,990	8%
GRAND TOTAL ALL FUNDS	\$ 170,387,587	\$ 217,925,065	\$ 196,036,078	\$ 196,392,509	0%

General Fund Revenues and Sources of Funds From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Fund/Account Description	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget	% Incr/ (Dec)
GENERAL FUND					
Fund 101 - General Fund					
Taxes					
Secured Property Tax	\$ 30,094,033	\$ 31,562,371	\$ 33,133,820	\$ 34,459,174	4%
Unsecured Property Tax	892,821	909,820	935,865	1,011,083	8%
Supplemental Property Tax	603,451	611,140	671,697	698,565	4%
Homeowners Property Tax	149,197	146,527	149,613	155,598	4%
Delinquent Tax - Penalties/Int	45,014	59,449	50,000	69,085	38%
Property Transfer Tax	791,414	948,274	816,560	1,294,733	59%
Property Tax In-Lieu of VLF	12,672,511	13,264,658	13,795,244	14,358,890	4%
Sales Tax	55,866,830	63,834,760	59,938,452	71,243,148	19%
Sales Tax - Prop 172	1,102,506	1,151,953	1,088,281	1,372,284	26%
Transient Occupancy Tax	6,587,223	4,282,804	5,569,330	7,373,732	32%
Electric Utility Franchise Tax	1,183,884	1,219,285	1,240,745	1,368,446	10%
Cable TV Franchise Tax	988,888	920,523	988,929	861,236	-13%
PEG Cable TV Franchise Tax	179,114	184,514	233,759	163,590	-30%
Gas Utility Franchise Tax	210,033	225,067	225,067	280,978	25%
Business License Tax	899,426	901,602	928,160	913,264	-2%
Solid WasteHauler Franchise Tax	2,261,045	2,346,183	2,494,543	2,494,543	0%
Marijuana X Bus Tax	763,673	326,241	2,000,000	420,000	-79%
Marijuana Q Bus Tax	-	-	-	2,500,000	0%
Total Taxes	\$ 115,291,064	\$ 122,895,170	\$ 124,260,065	\$ 141,038,349	14%
Licenses and Permits					
Dog Licenses	\$ 78,070	\$ 77,543	\$ 78,221	\$ 74,066	-5%
Fire Permits	85,161	88,210	84,318	91,872	9%
Fire Construction Permits	147,908	133,957	210,632	210,632	0%
Building Permits	2,677,232	1,567,539	1,744,886	2,321,051	33%
Electrical Permits	366,906	211,736	352,475	265,887	-25%
Plumbing/Mechanical Permits	419,733	243,238	355,920	281,108	-21%
Street Permits	585,280	832,055	355,491	856,421	141%
Special Business Permits	215	-	430	430	0%
Marijuana X Bus Permit	64,575	176,087	741,960	227,250	-69%
Marijuana Q Bus Permit	-	-	-	500,000	0%
Home Occupation Permits	22,536	25,078	25,000	25,963	4%
Operator's Permits	3,525	1,425	2,100	2,100	0%
Self-Haul Permit	13,600	12,800	21,700	21,700	0%
Other Permits	32,577	39,542	40,308	40,308	0%
Total Licenses and Permits	\$ 4,497,318	\$ 3,409,210	\$ 4,013,441	\$ 4,918,788	23%

General Fund Revenues and Sources of Funds From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Fund/Account Description	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget	% Incr/ (Dec)
Fund 101 - General Fund (continued)					
Fines and Forfeitures					
Municipal Code Violations	\$ 119,236	\$ 145,877	\$ 157,500	\$ 175,000	11%
Vehicle Code Violations	285,382	312,857	245,545	293,588	20%
Parking Citations	968,044	573,380	968,044	568,044	-41%
Red-Light Camera Violation	28,146	23,769	30,000	30,000	0%
Total Fines and Forfeitures	\$ 1,400,807	\$ 1,055,883	\$ 1,401,089	\$ 1,066,632	-24%
Use of Money and Property					
Investment Earnings	\$ 712,834	\$ 413,739	\$ 600,000	\$ 100,000	-83%
GASB 31 Market Value Adjustmnt	866,147	(509,639)	-	-	0%
Buildings/Grounds, Rental	221,492	227,529	200,000	220,000	10%
Downtown Community Center, Rent	16,827	8,635	11,250	11,250	0%
Balearic Community Center, Rent	15,037	146	20,000	20,000	0%
Neighborhood Comm Center, Rent	5,981	146	42,500	42,500	0%
Senior Center, Rental	54,995	-	52,500	52,500	0%
Field Rental	96,697	23,519	85,000	85,000	0%
Tennis, Rental	41,002	85,650	100,000	100,000	0%
3175 Airway Rental	115,374	132,276	172,272	172,272	0%
Golf Course Operations	2,245,142	3,526,236	3,500,000	3,782,130	8%
Bus Shelter Advertising	88,820	108,304	100,000	110,000	10%
Total Use of Money and Property	\$ 4,480,349	\$ 4,016,543	\$ 4,883,522	\$ 4,695,652	-4%
Other Government Agencies					
Other Federal Grants	\$ 78,941	\$ 297,945	\$ -	\$ -	0%
Motor Vehicle In-Lieu Tax	91,674	84,182	85,000	136,804	61%
Peace Offcrs. Stand./Training	40,080	6,364	10,000	30,300	203%
Beverage Container Program	-	-	-	30,000	0%
Mattress Recycling Council	10,650	17,145	10,500	10,500	0%
Reimb. of Mandated Costs	91,105	111,647	50,000	100,000	100%
Other State Grants	303,103	752,487	55,023	55,023	0%
Other County Grants/Programs	297,961	94,977	65,000	230,000	254%
Other Governmental Agencies	19,223	-	-	21,625	0%
Total Other Govt. Agencies	\$ 932,738	\$ 1,364,747	\$ 275,523	\$ 614,252	123%
Fees and Charges					
Plan Check Fee	\$ 812,585	\$ 753,286	\$ 748,247	\$ 959,914	28%
Zoning, Variance & CUP Fees	304,804	334,080	437,855	437,855	0%
Marijuana X CUP	20,008	102,532	480,974	104,215	-78%
Marijuana Q CUP	-	-	-	255,270	0%
Subdivision Map Fees	30,090	6,000	23,750	23,750	0%
Environmental Impact Fees	31,477	(1,841)	5,000	5,000	0%
Vacation/Abandonment of R-O-W	150	150	750	750	0%
Source Reduction/Recycling	36,504	6,100	12,000	12,000	0%
Self Haul Per-Project Fee	66,320	39,667	83,500	83,500	0%

General Fund Revenues and Sources of Funds From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Fund/Account Description	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget	% Incr/ (Dec)
Fund 101 - General Fund (continued)					
Fees and Charges (continued)					
Special Policing Fees	\$ 740,665	\$ -	\$ 400,000	\$ 400,000	0%
Marijuana X HdL Background	30,071	46,061	75,000	75,000	0%
Marijuana Q HdL Background	-	-	-	181,728	0%
Vehicle Storage/Impound Fees	338,440	467,287	350,000	350,000	0%
Vehicle Code Violation Fee	630	170	1,085	1,085	0%
Repossessed Veh. Release Fees	3,330	3,765	3,728	3,728	0%
Jail Booking Fees - City	70,352	75,904	100,000	-	-100%
Police False Alarms	192,378	96,413	100,000	100,000	0%
Fingerprinting	11,054	3,135	23,175	23,175	0%
Fire Inspections	90,675	16,745	100,000	100,000	0%
Hazrdous Material Disclose Fee	2,064	-	-	-	0%
EMS - First Responder Fee	7,626	-	-	1,001	0%
Paramedic Fee - Advanced	3,994,704	3,507,832	3,150,000	4,021,675	28%
Paramedic GEMT Fees	(330,672)	(226,152)	-	(360,000)	0%
Fire Plan Review Fees	166,132	103,701	101,000	147,793	46%
Fire False Alarms	-	-	1,400	1,400	0%
Accident Cost Recovery	8,956	5,491	10,000	10,000	0%
Fire Special Event Fees	14,042	41,462	32,000	41,462	30%
Park Permits	28,202	2,323	50,000	50,000	0%
Park Improvements	11,357	17,940	7,500	17,624	135%
Youth Sports	17	-	-	-	0%
Aquatics	39,902	29,536	63,000	63,000	0%
Day Camp	35,973	33,465	183,330	183,330	0%
Playgrounds	297,954	(292)	230,000	230,000	0%
Special Events	29,690	16,110	37,800	37,800	0%
Early Childhood	83,789	12,660	131,328	131,328	0%
Instructional Classes	212,320	20,170	350,000	350,000	0%
Basketball	10,928	1,649	15,750	15,750	0%
Adult Open Gym	4,293	-	6,750	6,750	0%
Softball	27,888	7,344	36,000	36,000	0%
Adult Futsal	1,612	-	1,650	1,650	0%
Teen Camp	(1,892)	3,551	34,000	34,000	0%
Senior Center Charges	(875)	-	10,635	10,635	0%
Community Event Charges	929	-	-	4,500	0%
Photocopies	2,512	2,380	3,300	3,300	0%
Building Doc Retention Fee	92,514	61,063	50,000	60,000	20%
Police Reports	26,587	25,202	29,246	29,246	0%
Police Clearance Letters	3,480	3,090	3,958	3,958	0%
Sale of Maps & Publications	-	-	200	-	-100%
Sale of Other Supplies	410	110	700	700	0%
Central Services Charges	78,994	61,712	80,000	80,000	0%
Business License Proc Fee	31,213	49,113	45,000	45,000	0%
EV Charge Station Fees	-	4,510	-	15,000	0%
Other Charges for Services	11,565	13,275	14,000	14,000	0%
Special Assessments	-	799	1,000	1,000	0%
Total Fees and Charges	\$ 7,671,745	\$ 5,747,499	\$ 7,624,611	\$ 8,404,872	10%

General Fund Revenues and Sources of Funds From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Fund/Account Description	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget	% Incr/ (Dec)
Fund 101 - General Fund (continued)					
Other Revenues					
Contributions	\$ -	\$ -	\$ -	\$ 25,000	0%
Sponsorship	-	-	-	60,000	0%
Donations	\$ 75,185	\$ 50,000	\$ -	\$ 70,000	0%
Construction Permit Insp. Fees	138,815	110,490	100,000	115,000	15%
Fire Reinspection Fee	1,829	-	-	-	0%
Damage to City Property	23,462	20,096	25,000	25,000	0%
Civil Subpoena Costs	12,433	14,265	14,247	14,407	1%
Bus Shelter Maint Reimb	35,000	35,000	35,000	35,000	0%
Public Notices	20,665	26,273	24,000	24,000	0%
Other Reimbursements	380,605	420,292	350,000	350,000	0%
Nonoperating Income - Other	1,060,817	1,581,124	1,464,562	1,749,586	19%
Sale of Other Equipment	3	-	1,000	1,000	0%
Other	427,175	292,272	150,000	300,000	100%
Total Other Revenues	\$ 2,175,988	\$ 2,549,813	\$ 2,163,809	\$ 2,768,993	28%
Total Revenues	\$ 136,450,008	\$ 141,038,864	\$ 144,622,060	\$ 163,507,538	13%
Other Financing Sources					
Operating Transfers In	\$ 1,150,000	\$ 9,173,146	\$ 6,561,529	\$ -	-100%
Total Other Financing Sources	\$ 1,150,000	\$ 9,173,146	\$ 6,561,529	\$ -	-100%
Total Fund 101	\$ 137,600,019	\$ 150,212,010	\$ 151,183,589	\$ 163,507,538	8%
Fund 150 - Disaster Fund					
Other Federal Grants	\$ 1,059,214	\$ 1,528,403	\$ -	\$ -	0%
Other County Grants/Programs	8,877	793,904	-	-	0%
Total Revenues	\$ 1,068,091	\$ 2,322,308	\$ -	\$ -	0%
Operating Transfers In	\$ -	\$ 5,053,108	\$ -	\$ -	0%
Total Other Financing Sources	\$ -	\$ 5,053,108	\$ -	\$ -	0%
Total Fund 150	\$ 1,068,091	\$ 7,375,416	\$ -	\$ -	0%

Sales and Use Tax

Description

Sales tax applies to all retail sales of goods and merchandise except those specifically exempt by law. Use tax generally applies to the storage, use, or other consumption in California of goods purchased from retailers in transactions where sales tax is not collected. A portion of the sales and use tax is a state tax and a portion is locally imposed tax. The current sales and use tax rate in Orange County is 7.75 percent on all taxable sales, of which Costa Mesa receives an “effective” rate of 1 percent. Also included is the Proposition 172 half-cent sales and use tax approved by voters in 1993 to cushion the impact of the “educational revenue augmentation fund” (ERAF) property tax shifts. The State collects the Proposition 172 tax and apportions it to each county based on their proportionate share of statewide taxable sales. Each county is then required to allocate this revenue to the cities for public safety services only. The sales and use tax rate at the City is broken down as follows:

State General Fund	5.00%
City of Costa Mesa General Fund	1.00%
Countywide Transportation Tax	0.25%
County Mental Health	0.50%
Public Safety Augmentation Fund (Prop 172)	0.50%
County Transactions Tax (Measure M)	0.50%
Total Rate	7.75%

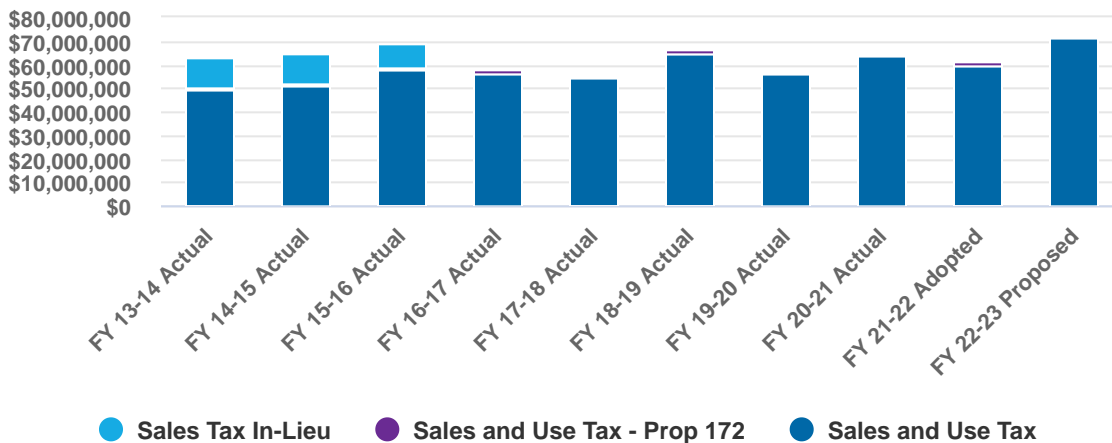
Sales and use tax represents Costa Mesa’s single largest revenue source at 44.4 percent of the total General Fund revenues projected for Fiscal Year 2022-23.

Trend

Current and next year’s influences include pent up demand for in-person retail/restaurant visits, high inflation passed along in the cost of goods, and interest rate increases by the Federal Reserve. Some sectors, such as retail trade, hospitality, and food service industries struggle to find and retain employees. Impacted by the Ukraine-Russia crisis, fuel prices remain volatile. Supply chain and raw material interruptions could disrupt some sales.

Outlook

The City’s sales and use tax revenue is projected at \$72.6 million in Fiscal Year 2022-23. With COVID-19 infection, transmission, and hospitalization trending downward, sales tax revenues are making a comeback from social distancing and home confinements, resulting in a healthy growth expected in restaurant/hospitality, autos/transportation and brick-and-mortar retail segments. Further, the decreasing unemployment rate, and the pent-up demand for in-person services, consumers are expected to previous levels of leisure travel, dining and spending.



Property Tax

Description

Property tax is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (movable property) located within Costa Mesa, based on the property value. Properties are distinguished as secured and unsecured (property for which the value of the lien is not sufficient to assure payment of the tax). With the passage of Proposition 13 in 1978, property taxes may not exceed 1 percent of the assessed value. The City's share of the 1 percent is equivalent to 15 cents on every dollar collected by the County for property taxes. Assessment increases to reflect current market values are allowed when property ownership changes or when improvements are made; otherwise, increases in assessed value are based on the Consumer Price Index (CPI), capped at 2 percent per year. The CPI for Fiscal Year 2022-23 is 2 percent. The City's top property taxpayers include Automobile Club of Southern California, PR II MCC South Coast Property Owners LLC, South Coast Plaza, The Irvine Company, and United Dominion Realty LP.

This category also includes property tax in lieu of vehicle license fee (VLF). Prior to the 2004 State Budget Act, the VLF tax rate was 2 percent of the motor vehicle value. The State General Fund "offset" 67.5 percent of this tax resulting in an effective VLF tax rate of 0.65 percent. A backfill from the State's General Fund brought the cities and counties' revenue share equivalent to a full 2 percent VLF tax rate. The 2004 budget included a permanent reduction of the VLF rate to 0.65 percent, eliminated the VLF backfill and replaced it with a like amount of property taxes. After FY 2004-05, each city's property tax in Lieu of VLF increases (or decreases) annually in proportion to the change in the jurisdiction's assessed valuation.

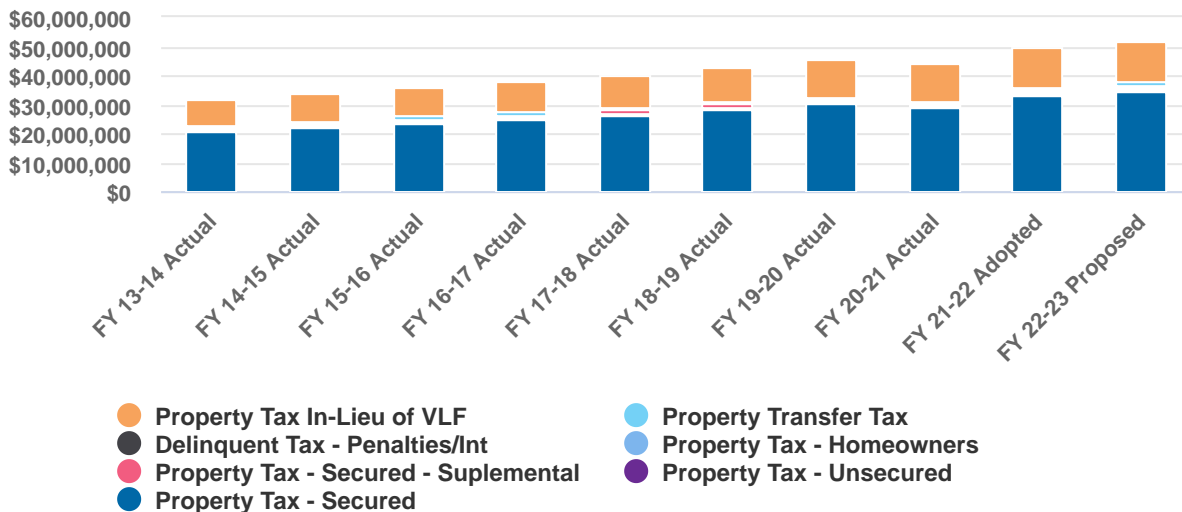
Property tax represents Costa Mesa's second largest revenue source at 31.8 percent of the total General Fund revenues projected for Fiscal Year 2022-23.

Trend

There are active sales and construction in the City that has resulted in a positive impact for the City's property tax. As sales data is received through the year end, the impacts on sales and new construction growth will be more evident. The median price in the City in 2022 rose 18.12%. Sales of homes had been spurred by low interest rates. However, inevitable interest rate changes could dampen home sales in 2022-23.

Outlook

For Fiscal Year 2022-23, estimated revenue from property tax is \$52.0 million. This estimate is an increase of \$2.5 million, or 5.0 percent over the Fiscal Year 2021-22 adopted budget. The increase is primarily due to current property sales environment for the City, which is also occurring throughout the country. The City retains HdL Coren & Cone, an expert in municipal finance, to assist with forecasting, trend analysis and other property tax services.



Transient Occupancy Tax

Description

Transient occupancy tax (TOT) is imposed on persons staying 30 days or less in a hotel, inn, motel, tourist home or other lodging facilities. There are 29 hotels and lodging facilities located within Costa Mesa and the current TOT rate is 8 percent. Additionally, the City Council adopted a business improvement area (BIA), which includes memberships from 11 Costa Mesa hotels. BIA imposes an additional 3 percent levy on stays at member hotels and the collection is remitted to Travel Costa Mesa, a nonprofit organization, to promote travel and tourism throughout the City.

Factors influencing TOT revenue include business and leisure travel, new hotels, hotel expansion, and room rate increases. With close proximity to the John Wayne Airport, Costa Mesa hotel market benefits from business and leisure spending of both domestic and international travelers.

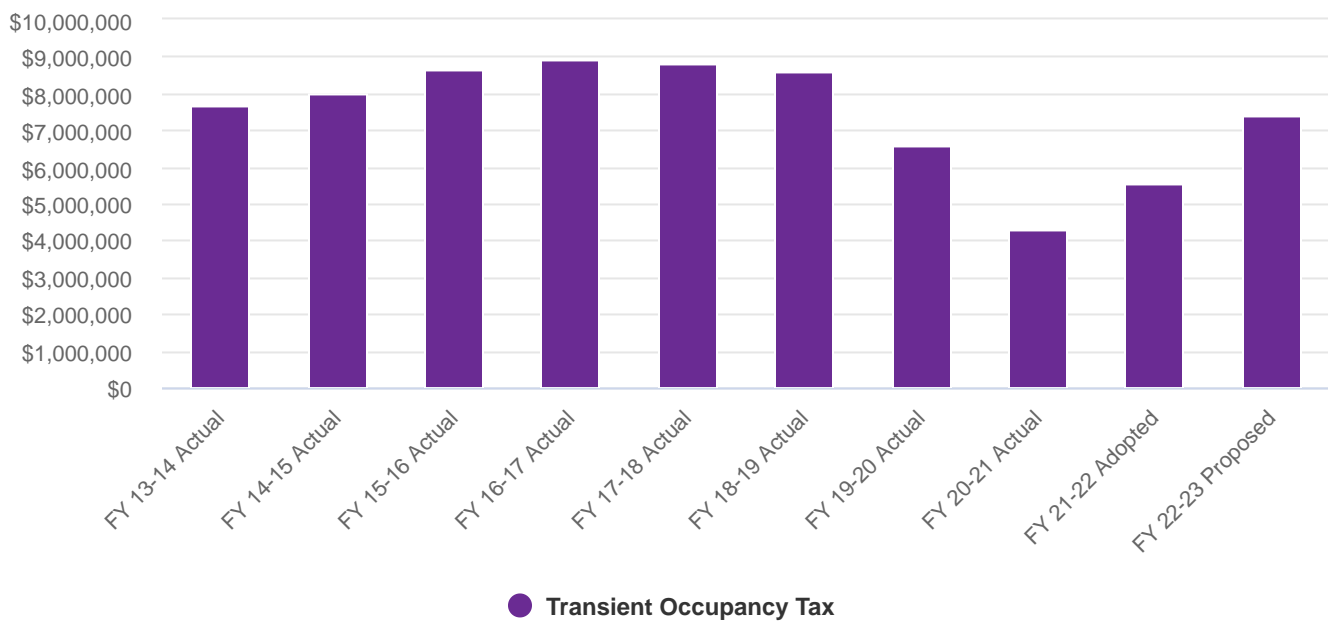
TOT is the General Fund’s fourth largest revenue source at 4.5 percent of the total General Fund revenues.

Trend

Prior to the economic impacts of COVID-19, Costa Mesa TOT revenue was showing signs of a slight slowdown in prior fiscal years. In March 2020, the pandemic spread globally, impacting local, regional, and global economies. Costa Mesa hotels experienced a significant reduction of visitors. Due to the impact of COVID, the occupancy stays dropped significantly.

Outlook

In Fiscal Year 2022-23, hotel tax is projected at \$7.4 million, with an increase of approximately \$1.8 million or 32.4 percent above prior year where the impacts of the worldwide pandemic were mostly felt. Although Orange County is a highly desirable destination to travelers in the United States, as well as internationally, the COVID-19 pandemic has slowed down travel. There is an expected increase of transient occupancy tax in 2023, it is unknown how long it will take to return to normal levels. While hotel occupancy has increased since the peak of the pandemic, stays at hotels are still lagging as business and international travel slowly recovers.



Franchise Fees

Description

Solid waste hauler franchise fee is the City's largest franchise fee, estimated at approximately \$2.4 million annually. The City Council adopted the Solid Waste Hauler Franchise Ordinance and corresponding franchise fees, effective February 1, 2005. Over the years, the City Council revised the ordinance to define hauler classes and adopted new fees. The City's current solid waste hauler franchise fee is 16 percent of gross receipts on business conducted within Costa Mesa. The City also allows contractors to obtain a Self-Haul Permit and corresponding Per-Project Permit. These permit fees are categorized under the licenses and permits and charges for services revenue accounts, respectively.

The City grants franchise rights to three other businesses that use City streets and rights-of-way: electric, gas and cable television. Currently, the City collects electric and gas franchise fees equal to 2 percent of gross receipts, and cable franchise fees equal to 5 percent of gross receipts. The electric and gas franchise fees are paid annually while the cable franchise fees are paid on a quarterly basis. The California Public Utility Commission limits electric and gas franchise fees to 2 percent and cable franchise fees to 5 percent of gross receipts. Any growth in utility franchise revenues would be as a result of utility rate increases imposed by the electric, gas, and cable companies.

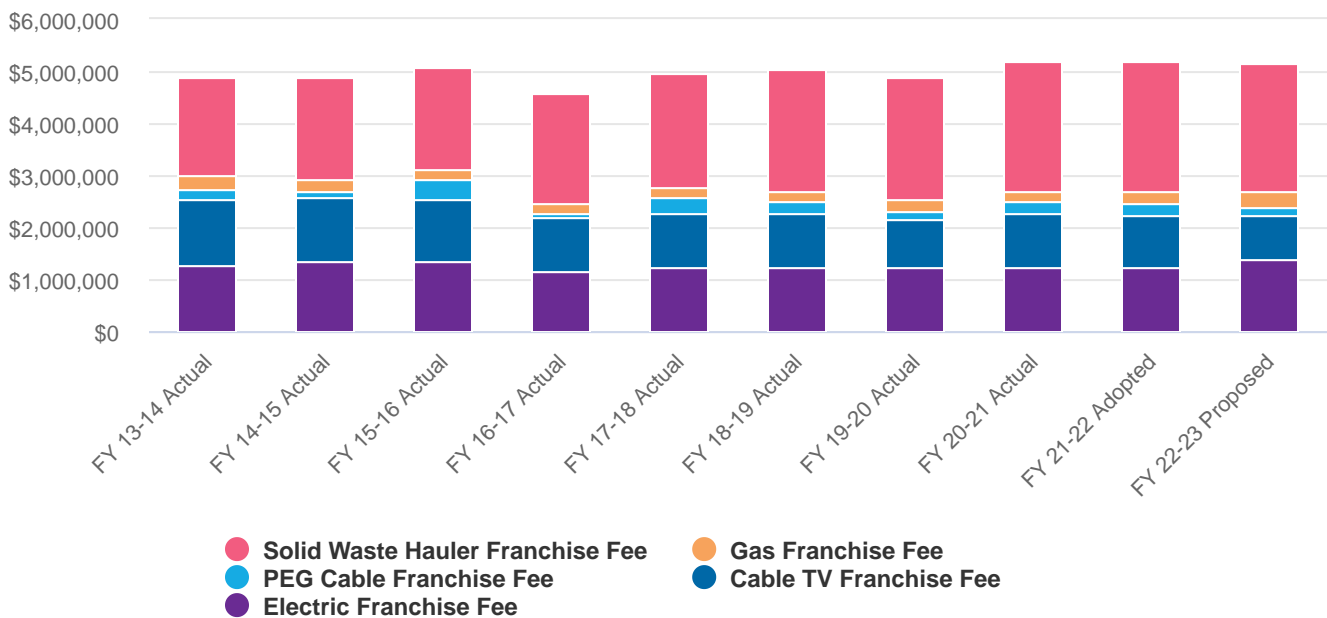
The cable franchise also pays a PEG (Public, Education and Government) fee, estimated at \$164,000 for next year. The General Fund uses this amount to support the operating costs of public access cable television services provided by the City.

Trend

Solid waste hauling activities from commercial and residential projects have increased steadily over the past several years. The revenue is expected to continue since the City is built out and property owners often opt to renovate or rebuild their property. Any growth in electric and gas franchise fees is limited to rate increase and additional new development, both of which are not expected to be significant.

Outlook

For Fiscal Year 2022-23, franchise tax revenue is estimated at \$5.2 million, essentially flat. Franchise fees revenue makes up three percent of total General Fund revenues.



Business Licenses

Description

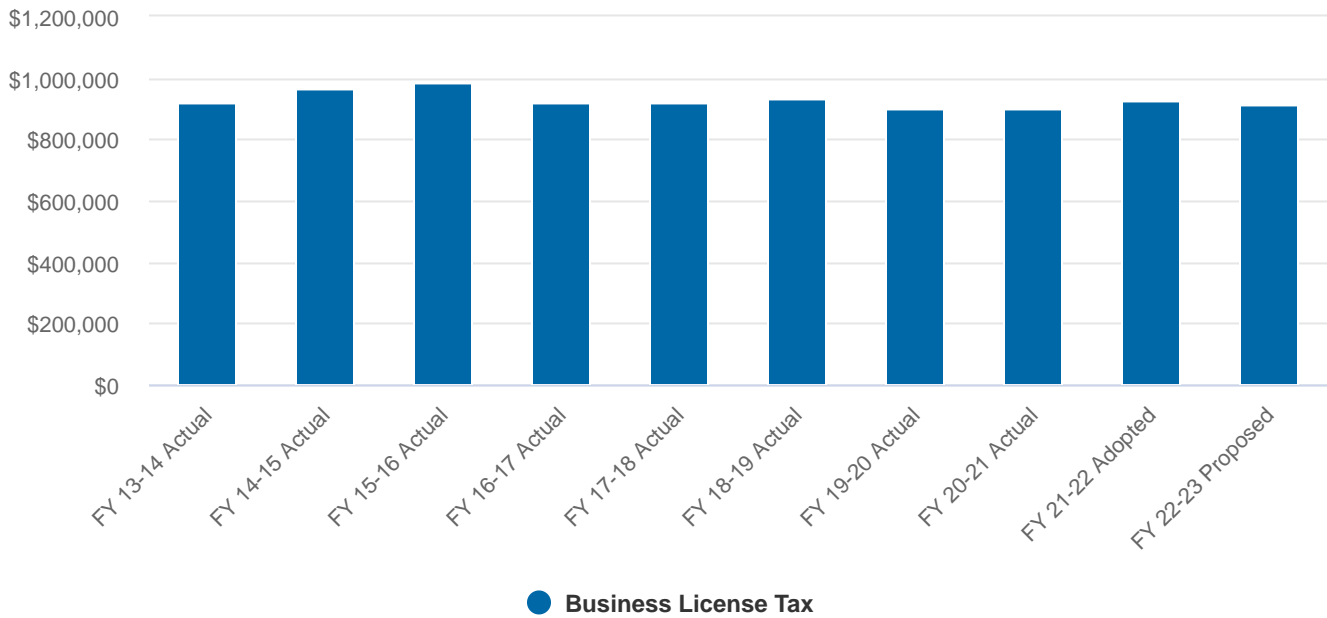
Business licenses are issued for either regulatory or cost recovery purposes, to applicants who conduct business activities within the City. The regulatory authority provides cities the means to protect the overall community interests. The City of Costa Mesa contracts with HdL Companies to conduct a review of the businesses that are operating in the City.

Trend

Business license revenue for Fiscal Year 2022-23 is budgeted at \$913,264. The business license revenue has remained above \$900,000 for the last ten years, attributed to a healthy economy. Fiscal Year 2021-22 budget forecasted a slight decline in business license revenue due to the impacts to businesses from the COVID-19 pandemic. Given the current trend and the reopening of businesses, Costa Mesa expects business license revenues to return to normal levels in the proposed budget.

Outlook

For Fiscal Year 2021-22, estimated revenue from business licenses is \$913,264, which represents 0.6 percent of total General Fund revenues.



Licenses and Permits

Description

Licenses or permits are issued for either regulatory or cost recovery purposes, to applicants who conduct business activities within the City. The regulatory authority provides cities the means to protect the overall community interests. An example of licenses issued is animal licenses. Major categories of permits are street permits, building permits, electrical permits, plumbing permits, and mechanical permits. Also included in the permit revenue is cannabis business permits.

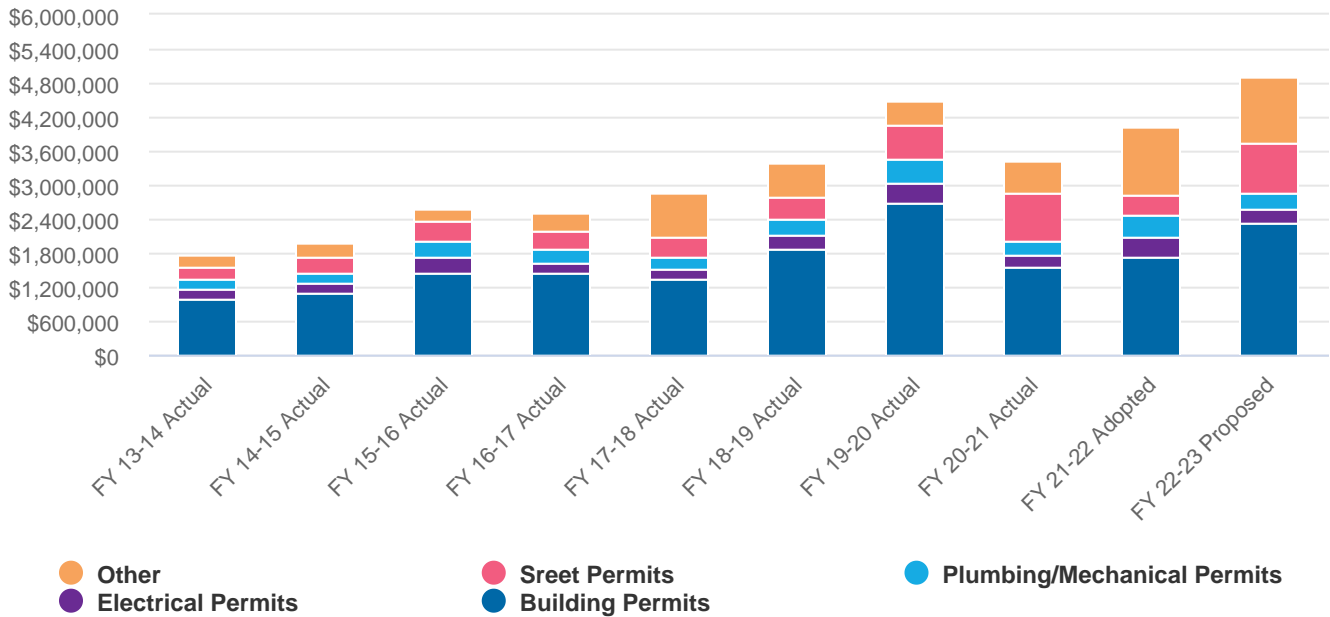
Building permits is the largest category of license and permits revenue at \$2.3 million, followed by plumbing and street permits. Building permits are required for most structure modifications and its volume is a reflection of the local building activities.

Trend

The total license and permit fees continue to increase annually, especially in the building permits category. The local economy and increasing home prices in the last few years incentivized property owners to rebuild and upgrade their property, culminating in a record year activities for Fiscal Year 2019-20. Continued low interest rates and the housing market spurred this category to full recovery.

Outlook

For Fiscal Year 2022-23, estimated revenue from licenses and permits is \$4.9 million, which represents three percent of total General Fund revenues.



Fines and Forfeitures

Description

Fines and forfeitures primarily come from municipal code violations, motor vehicle code violations, and parking fines. Amounts paid by a defendant include fines and various penalties, assessments, and restitution. Cities share the revenue from fines and forfeitures with the State and the County.

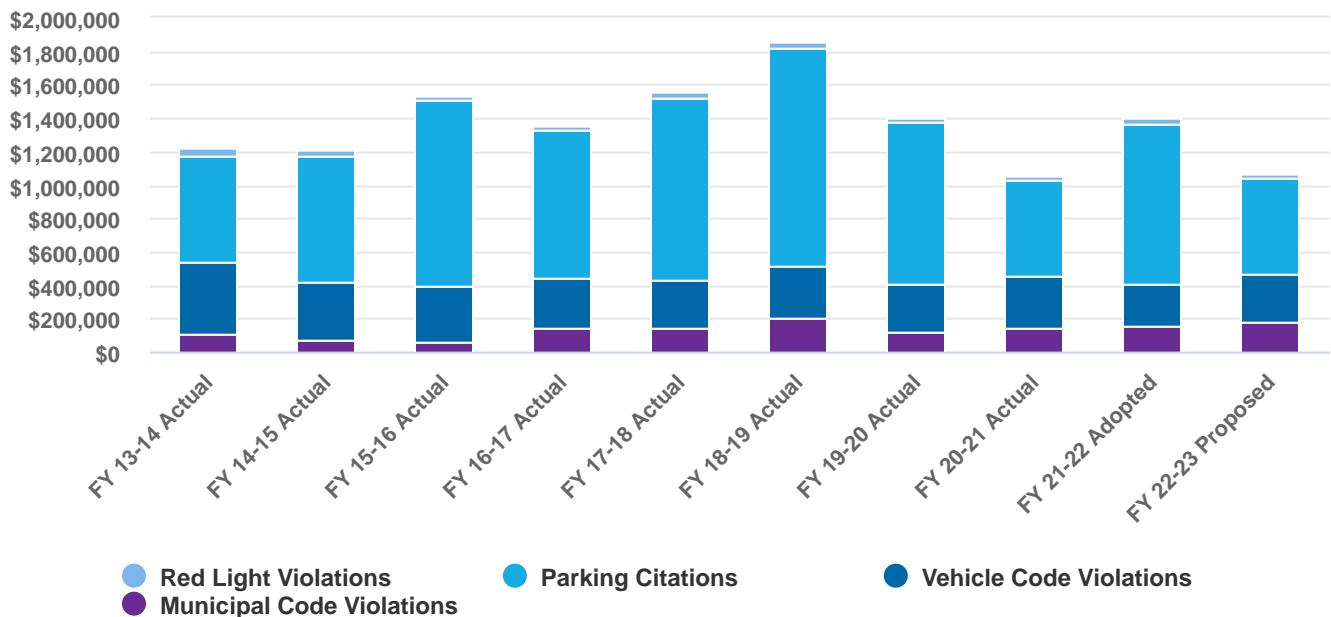
Parking citation is the largest line item in fines and forfeitures at \$568,044. The citations are generally for violations of no parking ordinances. Fines vary depending on the type of violation.

Trend

After reaching a high of nearly \$3 million in recession year Fiscal Year 2008-09, fines and forfeitures have fluctuated between \$1.1 million to \$1.8 million. For the upcoming Fiscal Year, the City anticipates these revenues to stay relatively flat to FY 2020-21 actuals.

Outlook

For Fiscal Year 2022-23, estimated revenue from fines and forfeitures is \$1.1 million, which represents 0.7 percent of the total General Fund revenues. The estimated amount reflects, from last year's projected revenues.



Use of Money and Property

Description

Use of money and property is comprised of interest earned from investing the City’s idle cash; interest on the City’s loans to the former Costa Mesa Redevelopment Agency; rental of various City facilities such as the golf course, parks, athletic fields, community centers, tennis center; and lease from the bus shelter space for advertising.

The largest income item in this category is from the golf course operations, which is projected to generate \$3.8 million in rental revenue. A private company manages the golf course operations on behalf of the City under an agreement through August 31, 2029. In return, the City receives between 6 percent and 35 percent of gross receipts on green fees, food and beverages, banquet facilities and the pro shop.

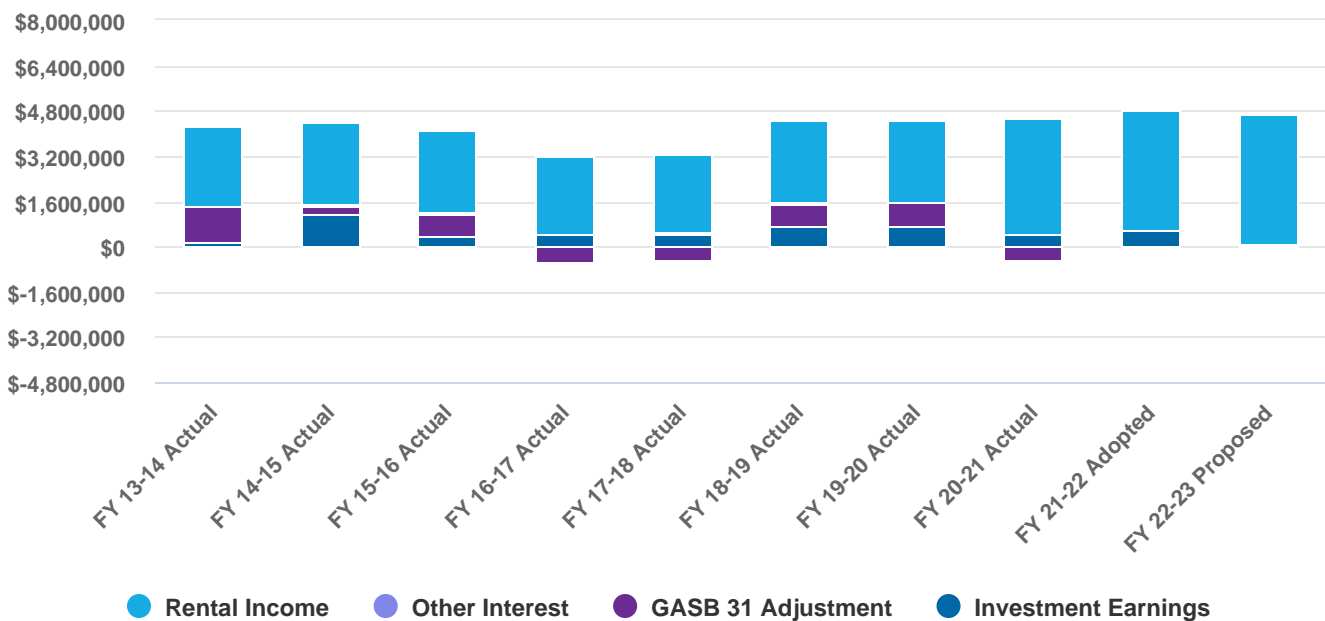
Other significant revenue included in this category under normal economic circumstances is the City’s investment portfolio earnings. The City’s investment portfolio, valued at just over \$100 million, generates a steady income stream from interest and dividends. However, the mark-to-market adjustment, which is required under Government Accounting Standards Board (GASB), is not budgeted due to its unpredictability.

Trend

The golf course operation generates approximately 81 percent of the City’s rental income and has remained a stable revenue source even during the pandemic. This trend is expected to continue.

Outlook

For Fiscal Year 2022-23, estimated revenue from use of money and property total \$4.7 million, or 2.9 percent of the total General Fund revenues. The estimated revenue reflects a decrease of \$145,370 million, or 3.0 percent from prior year’s adopted estimate. The increase in Golf Course Operations of \$282,130 is offset by a decrease in Investment Earnings due to a volatile stock market reacting to the increase in inflation and the Ukraine - Russian conflict.



Fees and Charges for Services

Description

Cities have the general authority to impose fees or charges for services. Fees and charges are distinguished from taxes in two principal ways: 1) that the amount of the fee may not exceed the estimated reasonable cost of providing the particular service or facility for which the fee is charged; and 2) that the service or facility for which the fee is charged bears a relationship to the person or entity paying the fee.

Costa Mesas fees and charges include: user fees charged to a person or entity participating in the various recreation classes offered by the City; plan check fees and other services provided by the Planning Division related to zoning and conditional use permits; fingerprinting, false alarms, police reports, fire inspection, false alarms, ambulance transportation, and hazardous materials disclosure fees..

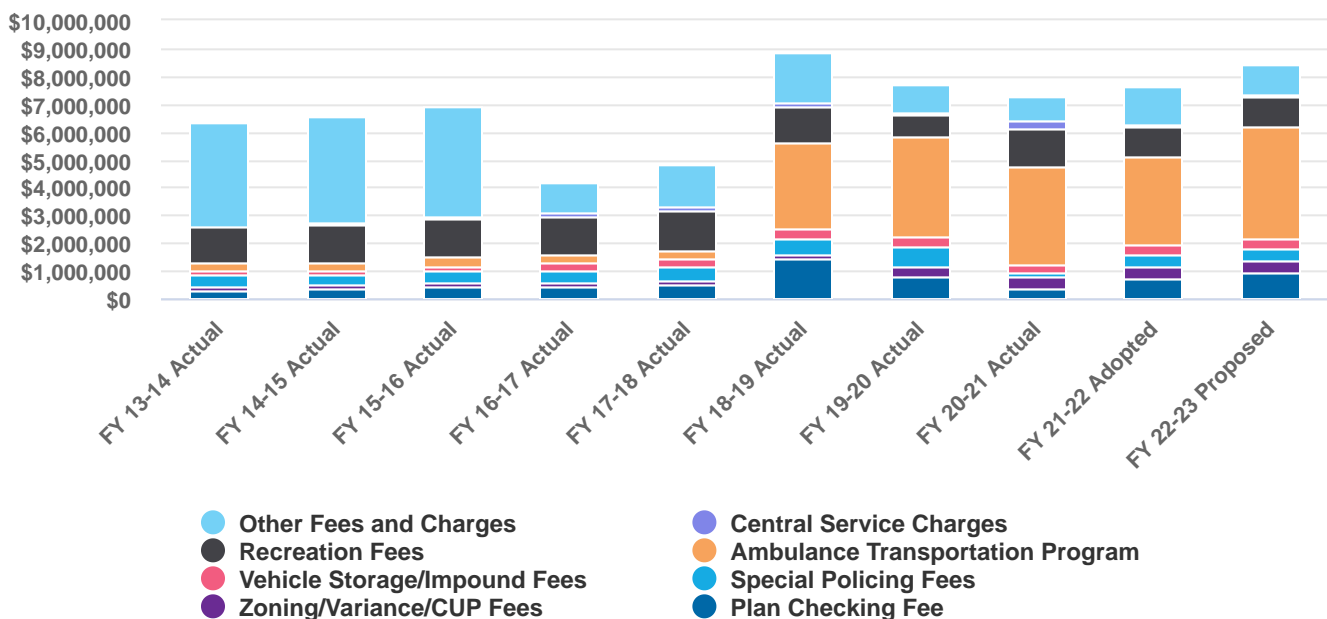
When the City reviews its user fees and charges, it submits any changes for Council approval. User fees and charges were revised effective January 1, 2009. Since then, certain fees have been updated and approved by Council. For classes offered by the Parks and Community Services Department, fee changes are also reviewed and approved by the Parks, Arts and Community Services Commission.

Trend

Income associated with fees and charges for service have seen a steady growth over the past several years as the City evaluates and implements increases where appropriate to ensure cost recovery in order to maintain proper service levels. The ambulance transportation program, the largest fee line item, will be in its fourth year of operation in Fiscal Year 2022-23.

Outlook

For Fiscal Year 2022-23, estimated revenue from fees and charges for services is \$8.4 million, which represents five percent of the total General Fund revenues. This revenue is an increase of approximately \$780,261, or 10.2 percent, from Fiscal Year 2021-22.



Schedule of Interfund Transfers for the Fiscal Year Ending June 30, 2023

Fund	Transfers In	Transfers Out
General Fund - 101		10,627,990 ⁽¹⁾⁽²⁾
American Rescue Plan - 204		(1)(2)
Capital Improvement Fund - 401	5,372,077 ⁽¹⁾	
Equipment Replacement Fund - 601	2,803,300 ⁽²⁾	
IT Replacement Fund - 603	2,452,613 ⁽³⁾	
Total	\$ 10,627,990	\$ 10,627,990

(1) Funding of \$5,372,077 for support of projects in the Capital Improvement Fund.

(2) Funding of \$2,803,300 to cover expenditures in the Equipment Replacement Fund.

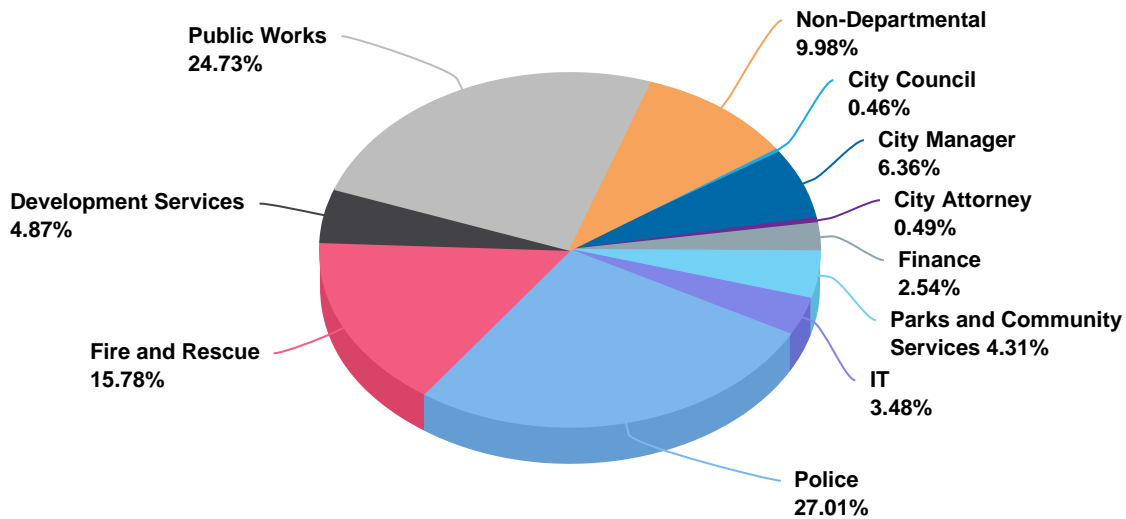
Total Appropriations - All Funds (Including Transfers)

Total Appropriations - All Funds (Including Transfers)

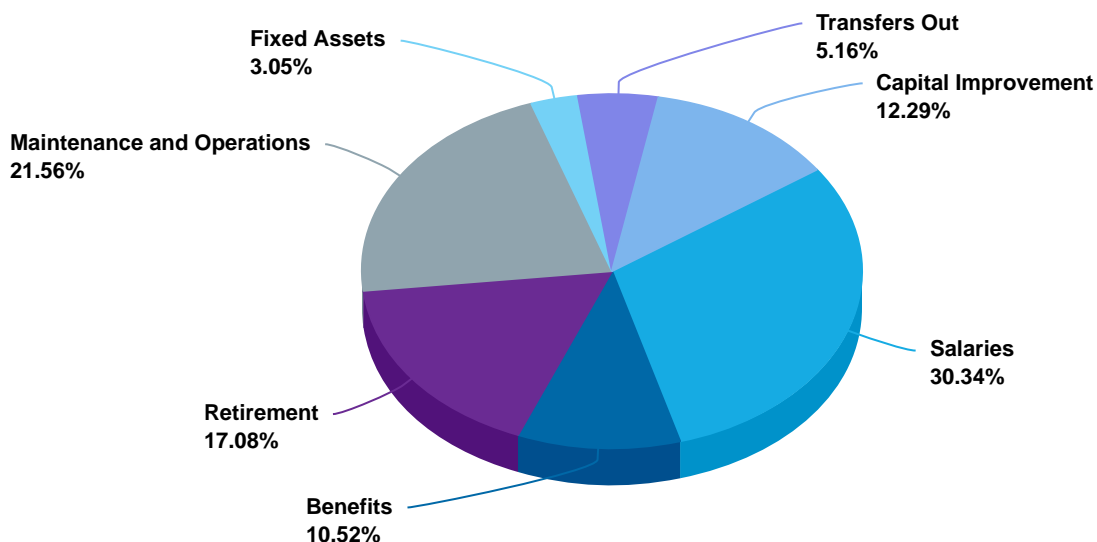
for the Fiscal Year Ending June 30, 2023

Total Appropriations - All Funds (Including Transfers)

**Total Appropriations - All Funds - \$206,035,686
(Includes Capital Improvement)**



**Total Appropriations - All Funds - \$206,035,686
(Includes Capital Improvement)**



Summary of Appropriations by Department/by Category – All Funds (Excludes CIP) From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Department/Category	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
City Council				
Salaries and Benefits	\$ 555,470	\$ 576,329	\$ 728,160	\$ 787,591
Maintenance and Operations	146,607	75,072	161,181	161,181
Fixed Assets	496	-	2,000	2,000
Subtotal City Council	\$ 702,573	\$ 651,401	\$ 891,341	\$ 950,772
City Manager's Office				
Salaries and Benefits	\$ 9,182,209	\$ 6,925,457	\$ 8,004,591	\$ 8,567,837
Maintenance and Operations	3,643,078	6,409,060	4,269,189	4,519,189
Fixed Assets	23,903	8,832	20,900	16,900
Subtotal City Manager's Office	\$ 12,849,190	\$ 13,343,349	\$ 12,294,680	\$ 13,103,926
City Attorney				
Maintenance and Operations	1,482,750	1,020,568	1,000,000	1,000,000
Subtotal City Attorney	\$ 1,482,750	\$ 1,020,568	\$ 1,000,000	\$ 1,000,000
Finance				
Salaries and Benefits	\$ 2,533,530	\$ 2,710,936	\$ 3,442,488	\$ 3,925,981
Maintenance and Operations	828,651	980,626	1,270,430	1,270,430
Fixed Assets	9,996	50,469	37,300	37,300
Subtotal Finance	\$ 3,372,177	\$ 3,742,031	\$ 4,750,218	\$ 5,233,711
Parks and Community Services				
Salaries and Benefits	\$ 4,081,988	\$ 3,122,392	\$ 5,156,090	\$ 5,193,217
Maintenance and Operations	2,490,820	1,972,444	2,699,013	3,031,308
Fixed Assets	21,973	480	3,800	3,800
Subtotal Parks and Community Services	\$ 6,594,781	\$ 5,095,316	\$ 7,858,903	\$ 8,228,325
Information Technology				
Salaries and Benefits	\$ 2,053,079	\$ 2,233,613	\$ 2,929,561	\$ 3,845,233
Maintenance and Operations	524,360	496,323	574,831	609,663
Fixed Assets	964,349	1,193,665	5,857,626	2,714,745
Subtotal Information Technology	\$ 3,541,789	\$ 3,923,602	\$ 9,362,018	\$ 7,169,641
Police Department				
Salaries and Benefits	\$ 47,605,566	\$ 44,987,381	\$ 44,968,433	\$ 47,275,995
Maintenance and Operations	6,755,906	6,570,434	6,837,057	7,015,431
Fixed Assets	295,216	368,544	114,709	217,414
Subtotal Police Department	\$ 54,656,688	\$ 51,926,360	\$ 51,920,199	\$ 54,508,840
Fire and Rescue Department				
Salaries and Benefits	\$ 24,167,405	\$ 24,943,737	\$ 25,046,091	\$ 27,415,853
Maintenance and Operations	4,844,305	4,764,999	5,061,112	5,067,282
Fixed Assets	9,104	40,656	35,000	35,000
Subtotal Fire and Rescue Department	\$ 29,020,814	\$ 29,749,393	\$ 30,142,203	\$ 32,518,135

Summary of Appropriations by Department/by Category – All Funds (Excludes CIP)

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Department/Category	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Development Services				
Salaries and Benefits	\$ 5,612,598	\$ 5,495,888	\$ 7,284,098	\$ 8,005,553
Maintenance and Operations	1,304,471	6,110,035	1,926,549	2,015,076
Fixed Assets	14,137	79,530	13,200	13,200
Subtotal Development Services	\$ 6,931,206	\$ 11,685,453	\$ 9,223,847	\$ 10,033,829
Public Works				
Salaries and Benefits	\$ 9,088,417	\$ 9,168,615	\$ 11,159,108	\$ 11,749,646
Maintenance and Operations	12,898,004	13,976,617	13,715,283	12,414,033
Fixed Assets	61,508	186,832	1,197,400	3,252,202
Subtotal Public Works	\$ 22,047,929	\$ 23,332,064	\$ 26,071,791	\$ 27,415,881
Non-Departmental				
Salaries and Benefits	\$ -	\$ 1,968,384	\$ 2,611,000	\$ 2,611,000
Maintenance and Operations	7,541,065	6,498,145	7,396,732	7,321,613
Fixed Assets	6,677,681	31,246,374	9,841,585	10,627,990
Subtotal Non-Departmental	\$ 14,218,746	\$ 39,712,903	\$ 19,849,317	\$ 20,560,603
TOTAL APPROPRIATIONS - ALL FUNDS				
Salaries and Benefits	\$ 104,880,262	\$ 102,132,733	\$ 111,329,620	\$ 119,377,906
Maintenance and Operations	\$ 42,460,017	48,874,323	44,911,377	44,425,206
Fixed Assets	\$ 8,078,363	33,175,382	17,123,520	16,920,551
TOTAL APPROPRIATIONS - ALL FUNDS	\$ 155,418,643	\$ 184,182,439	\$ 173,364,517	\$ 180,723,663

Summary of Appropriations by Account - All Funds (Excludes CIP)

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Account Description	Account Number	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Salaries and Benefits					
Salaries and Wages	501000	\$ -	\$ -	\$ (4,019,104)	\$ (4,019,104)
Furloughs	501050	-	-	-	-
Regular Salaries - Sworn	501100	23,210,093	22,816,872	25,817,387	26,395,756
Regular Salaries - Non-Sworn	501200	20,230,154	19,944,782	26,386,702	29,492,502
Non-Management	501202	-	-	-	-
Regular Salaries - Part-Time	501300	4,791,349	3,956,381	4,914,403	5,031,707
Overtime	501400	7,191,572	5,748,712	4,036,524	4,039,324
Court	501410	-	256,790	-	-
Accrual Payoff - Excess Max.	501500	530,663	544,193	191,128	191,128
Vacation/Comp. Time Cash Out	501600	419,182	339,273	303,980	303,980
Holiday Allowance	501700	912,513	790,135	757,707	930,904
Separation Pay-Off	501800	431,488	427,400	145,776	145,776
Other Compensation	501900	2,559,113	2,570,924	2,906,503	3,129,274
Furloughs	502200	-	1,634,270	-	-
Cafeteria Plan	505100	9,190,101	9,012,954	11,648,637	12,604,416
Medicare	505200	1,095,265	872,435	874,264	940,217
Retirement	505300	30,042,756	29,191,353	32,471,231	35,190,255
Management	505301	-	-	-	-
EE PERS Contribution	505309	-	-	-	-
Longevity	505400	3,412	3,610	3,600	4,404
Executive Prof Development	505500	66,793	60,021	87,615	96,700
Auto Allowance	505600	39,163	45,892	56,100	153,500
Unemployment	505800	10,057	-	80,020	80,020
Workers' Compensation	505900	2,328,091	2,084,776	2,207,147	2,207,147
City Contrib - Retiree Medical	506100	1,828,496	1,831,960	2,460,000	2,460,000
Subtotal Salaries and Benefits		\$ 104,880,262	\$ 102,132,733	\$ 111,329,620	\$ 119,377,906
Maintenance and Operations					
Stationery and Office	510100	\$ 170,786	\$ 155,333	\$ 212,850	\$ 227,950
Multi-Media, Promos, Subscript.	510200	412,430	315,791	583,289	552,789
Small Tools and Equipment	510300	141,043	269,852	269,557	268,417
Uniforms and Clothing	510400	315,179	464,330	381,660	414,160
Safety and Health	510500	405,625	704,118	528,480	564,480
Maintenance and Construction	510600	585,619	663,692	894,350	676,850
Agriculture	510700	77,154	71,487	97,000	97,000
Fuel	510800	529,632	470,963	501,400	501,400
Electricity - Buildings & Fac.	515100	554,495	602,939	578,820	581,220
Electricity - Power	515200	230,387	232,269	281,800	281,800
Electricity - Street Lights	515300	1,066,403	1,041,778	1,000,000	1,000,000
Gas	515400	57,759	61,813	45,400	45,400
Water - Domestic	515500	79,446	97,359	75,100	77,100
Water - Parks and Parkways	515600	773,895	1,010,482	859,100	859,100
Waste Disposal	515700	148,021	129,257	162,400	162,400
Janitorial and Housekeeping	515800	448,812	432,229	497,233	643,143
Postage	520100	3,445	1,858	442	442
Legal Advertising/Filing Fees	520200	239,196	238,936	240,332	240,332

Summary of Appropriations by Account - All Funds (Excludes CIP) From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Account Description	Account Number	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Maintenance and Operations (Continued)					
Advertising and Public Info.	520300	13,728	13,542	16,850	16,850
Telephone/Radio/Communications	520400	823,593	881,929	816,400	956,400
Business Meetings	520500	38,671	17,195	49,280	54,280
Mileage Reimbursement	520600	1,100	445	3,300	3,300
Dues and Memberships	520700	147,133	142,976	200,992	203,047
Board Member Fees	520800	37,800	37,400	49,700	41,300
Professional Development	520900	261,017	252,475	544,869	613,646
Buildings and Structures	525100	189,036	202,715	268,500	326,500
Landscaping and Sprinklers	525200	3,160,951	2,727,856	3,230,500	3,250,500
Automotive Equipment	525400	211,096	211,690	250,000	256,250
Office Furniture	525600	583	-	2,000	2,000
Office Equipment	525700	53,198	59,334	44,200	49,100
Other Equipment	525800	799,113	844,146	926,750	1,045,800
Streets, Alleys and Sidewalks	525900	974,745	991,658	1,007,200	1,007,200
Employment	530100	276,944	536,474	26,000	26,000
Consulting	530200	3,521,057	3,754,879	4,118,434	4,705,933
Legal	530300	3,307,183	2,923,117	2,776,420	2,764,420
Engineering and Architectural	530400	409,095	223,716	636,962	578,962
Financial & Information Svcs.	530500	517,175	503,245	1,078,750	1,078,750
Medical and Health Inspection	530600	127,366	184,604	192,100	192,100
Public Safety	530700	2,397,054	2,152,776	2,513,300	2,505,300
Recreation	530800	295,010	35,932	515,330	476,110
Sanitation	530900	530	715	1,200	1,200
Principal Payments	535100	1,610,000	1,675,000	2,450,000	2,450,000
Interest Payments	535200	1,359,572	1,265,631	1,067,905	1,067,905
External Rent	535400	593,143	349,719	846,198	841,798
Grants, Loans and Subsidies	535500	2,780,309	6,788,668	739,099	821,766
Depreciation	535600	1,279,617	1,216,665	1,350,000	50,000
Internal Rent Central Services	535800	87,733	61,712	99,722	99,722
Internal Rent Postage	535900	92,277	95,570	111,334	111,334
Internal Rent - Maintenance	536100	884,754	884,837	884,887	884,887
Internal Rent - Repl Cost	536200	1,142,860	1,224,816	1,217,816	1,217,816
Internal Rent - Fuel	536400	540,095	522,812	501,400	501,400
Internal Rent Genl Liability	536500	2,245,724	2,072,577	2,072,221	2,072,221
Internal Rent Workers' Comp	536600	2,946,822	2,735,854	2,689,915	2,689,915
Internal Rent Unemployment	536700	79,972	80,914	80,180	80,180
General Liability	540100	1,041,280	1,178,015	1,625,875	1,625,875
Special Liability	540200	-	-	9,400	9,400
Buildings & Personal Property	540500	-	92,326	225,200	165,200
Taxes and Assessments	540700	180,251	220,416	196,200	196,200
Contingency	540800	203,265	2,490,371	550,000	550,000
Other Costs	540900	496	668	1,715,775	1,640,656
Acquisition Costs	545500	13,376	-	-	-
Emergency Protective Measure	580200	1,575,969	2,254,444	-	-
Subtotal Maintenance and Operations		\$ 42,460,017	\$ 48,874,323	\$ 44,911,377	\$ 44,425,206

Summary of Appropriations by Account - All Funds (Excludes CIP) From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

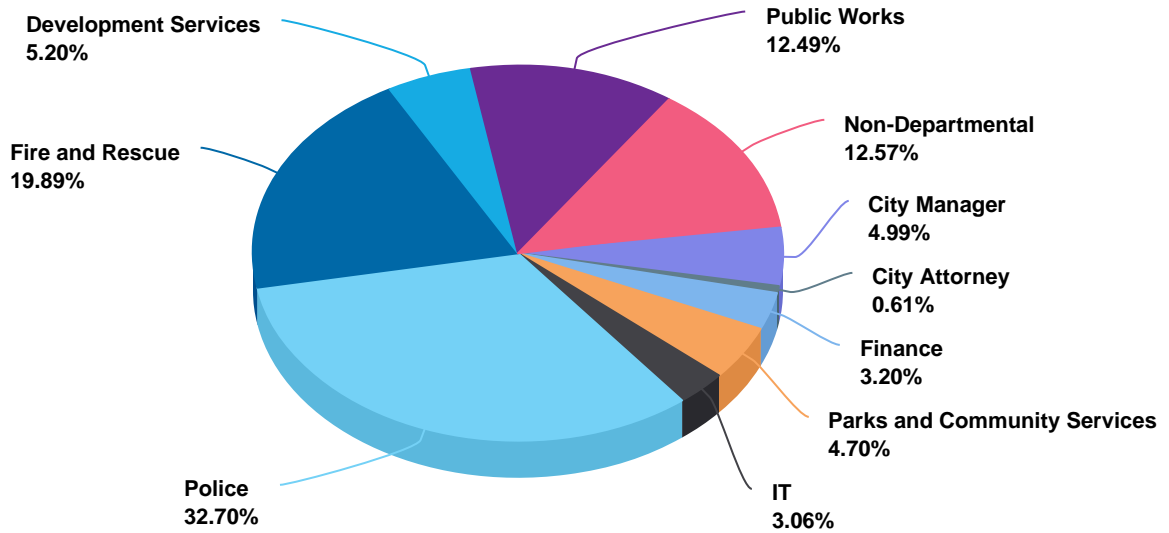
Account Description	Account Number	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Fixed Assets					
Automotive Equipment	590500	\$ 1,510	\$ 6,719	\$ 1,189,500	\$ 1,939,302
Office Furniture	590600	9,363	9,211	16,900	12,900
Office Equipment	590700	6,960	-	-	-
Other Equipment	590800	1,348,944	1,742,174	6,075,535	3,065,359
Loss on Disposal of Assets	599100	33,905	170,904	-	-
Capital Replacement Reserve	599500	-	-	-	1,275,000
Subtotal Fixed Assets		\$ 1,400,682	\$ 1,929,008	\$ 7,281,935	\$ 6,292,561
Transfers Out					
Transfers Out	595100	\$ 6,677,681	\$ 31,246,374	\$ 9,841,585	\$ 10,627,990
Subtotal Transfers Out		\$ 6,677,681	\$ 31,246,374	\$ 9,841,585	\$ 10,627,990
TOTAL APPROPRIATIONS - ALL FUNDS		\$ 155,418,643	\$ 184,182,439	\$ 173,364,517	\$ 180,723,663

(1) In FY 2020-21, the City changed the budgeting methodology for professional development. Only executive professional development included in the employee MOUs is included in this account. Other professional development such as training, licenses and certificates are accounted for under maintenance and operations.

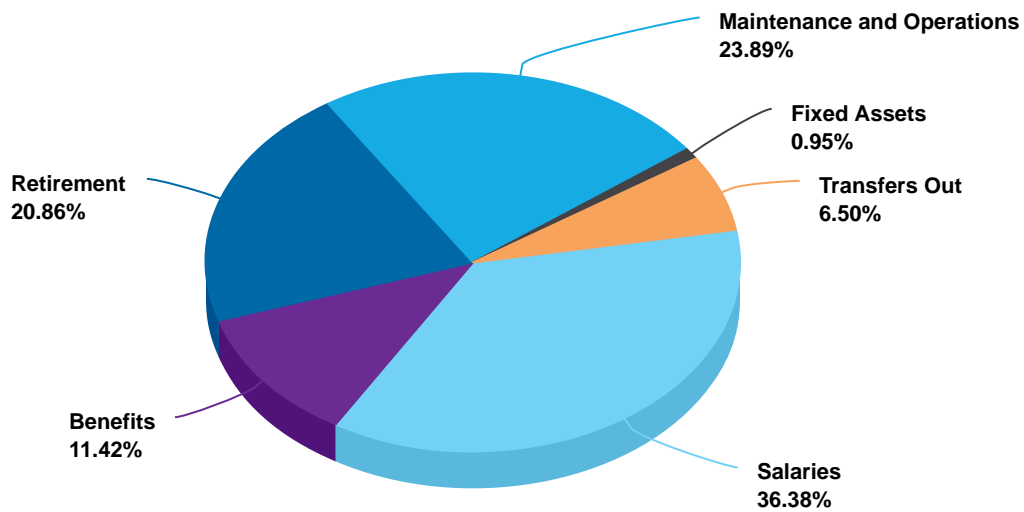
(2) In FY 2020-21, the City corrected the budgeting method for billing internal charges. The prior years have not been adjusted to ensure consistency with the audited financial statements.

Total Appropriations - General Fund (Including Transfers) for the Fiscal Year Ending June 30, 2023

**Total Appropriations - All Funds - General Fund,
by Department \$163,507,538**



**Total Appropriations - All Funds - General Fund,
by Account Type \$163,507,538**



Summary of Appropriations by Department/by Category – General Fund (Excludes CIP) From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Department/Category	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
City Council				
Salaries and Benefits	\$ 551,900	\$ 569,640	\$ 728,160	\$ 787,591
Maintenance and Operations	146,422	75,072	161,181	161,181
Fixed Assets	496	-	2,000	2,000
Subtotal City Council	\$ 698,817	\$ 644,712	\$ 891,341	\$ 950,772
City Manager's Office				
Salaries and Benefits	\$ 5,982,251	\$ 4,161,412	\$ 5,422,851	\$ 5,955,491
Maintenance and Operations	1,759,797	1,898,436	1,941,964	2,191,964
Fixed Assets	23,903	8,832	20,900	16,900
Subtotal City Manager's Office	\$ 7,765,950	\$ 6,068,680	\$ 7,385,715	\$ 8,164,355
City Attorney				
Maintenance and Operations	1,102,741	968,029	1,000,000	1,000,000
Subtotal City Attorney	\$ 1,102,741	\$ 968,029	\$ 1,000,000	\$ 1,000,000
Finance				
Salaries and Benefits	\$ 2,446,008	\$ 2,602,464	\$ 3,442,488	\$ 3,925,981
Maintenance and Operations	796,380	925,824	1,270,430	1,270,430
Fixed Assets	9,996	50,469	37,300	37,300
Subtotal Finance	\$ 3,252,384	\$ 3,578,756	\$ 4,750,218	\$ 5,233,711
Parks and Community Services				
Salaries and Benefits	\$ 3,488,922	\$ 2,556,845	\$ 5,036,089	\$ 4,972,318
Maintenance and Operations	2,054,517	1,447,264	2,624,613	2,703,213
Fixed Assets	19,078	480	3,800	3,800
Subtotal Parks and Community Services	\$ 5,562,516	\$ 4,004,589	\$ 7,664,502	\$ 7,679,331
Information Technology				
Salaries and Benefits	\$ 1,912,666	\$ 2,166,144	\$ 2,770,280	\$ 3,094,544
Maintenance and Operations	345,332	400,339	524,831	559,663
Fixed Assets	933,747	1,193,665	1,228,745	1,348,745
Subtotal Information Technology	\$ 3,191,744	\$ 3,760,148	\$ 4,523,856	\$ 5,002,952
Police Department				
Salaries and Benefits	\$ 43,798,459	\$ 42,769,155	\$ 44,641,817	\$ 46,665,709
Maintenance and Operations	6,477,576	5,943,647	6,582,736	6,717,238
Fixed Assets	249,690	193,142	88,461	88,461
Subtotal Police Department	\$ 50,525,724	\$ 48,905,944	\$ 51,313,014	\$ 53,471,408

Summary of Appropriations by Department/by Category – General Fund (Excludes CIP)

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Department/Category	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Fire and Rescue Department				
Salaries and Benefits	\$ 24,079,848	\$ 24,270,527	\$ 25,046,091	\$ 27,415,853
Maintenance and Operations	4,776,417	4,731,131	5,061,112	5,067,282
Fixed Assets	9,104	40,656	35,000	35,000
Subtotal Fire and Rescue Department	\$ 28,865,368	\$ 29,042,315	\$ 30,142,203	\$ 32,518,135
Development Services				
Salaries and Benefits	\$ 5,225,696	\$ 4,873,323	\$ 6,745,164	\$ 7,472,574
Maintenance and Operations	844,409	628,744	1,026,200	1,026,200
Fixed Assets	14,137	79,530	11,200	11,200
Subtotal Development Services	\$ 6,084,242	\$ 5,581,596	\$ 7,782,564	\$ 8,509,974
Public Works				
Salaries and Benefits	\$ 7,602,148	\$ 7,385,128	\$ 9,105,081	\$ 9,360,777
Maintenance and Operations	10,060,856	10,401,331	10,847,619	11,047,619
Fixed Assets	4,043	8,309	7,900	7,900
Subtotal Public Works	\$ 17,667,046	\$ 17,794,769	\$ 19,960,600	\$ 20,416,296
Non-Departmental				
Salaries and Benefits		\$ 1,968,384	\$ 2,611,000	\$ 2,611,000
Maintenance and Operations	7,304,560	5,820,484	7,396,732	7,321,613
Transfers Out	5,405,141	22,073,228	8,980,936	10,627,990
Subtotal Non-Departmental	\$ 12,709,701	\$ 29,862,096	\$ 18,988,668	\$ 20,560,603
TOTAL APPROPRIATIONS - GENERAL FUND				
Salaries and Benefits	\$ 95,087,897	\$ 93,323,021	\$ 105,549,021	\$ 112,261,839
Maintenance and Operations	35,669,005	33,240,302	38,437,418	39,066,403
Fixed Assets	1,264,192	1,575,083	1,435,306	1,551,306
Transfers Out	5,405,141	22,073,228	8,980,936	10,627,990
TOTAL APPROPRIATIONS - ALL FUNDS	\$ 137,426,236	\$ 150,211,634	\$ 154,402,681	\$ 163,507,538

Summary of Appropriations by Account – General Fund (Excludes CIP) From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Account Description	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Salaries and Benefits				
Salaries and Wages	\$ -	\$ -	\$ (4,019,104)	\$ (4,019,104)
Regular Salaries - Sworn	23,006,629	22,154,621	25,672,446	26,123,046
Regular Salaries - Non-Sworn	18,301,887	18,150,683	24,611,703	27,013,981
Regular Salaries - Part-Time	4,385,061	3,324,360	4,733,435	4,848,350
Overtime	6,731,151	5,197,220	3,957,348	3,957,348
Accrual Payoff - Excess Max.	525,747	538,580	186,128	186,128
Vacation/Comp. Time Cash Out	414,427	322,809	302,980	302,980
Holiday Allowance	907,540	781,983	755,107	924,854
Separation Pay-Off	429,726	412,170	145,376	145,376
Other Compensation	2,538,032	2,548,442	2,885,269	3,084,585
Furloughs	-	395	-	-
Cafeteria Plan	8,781,834	8,579,552	11,253,029	12,069,856
Medicare	876,510	812,009	843,843	899,590
Retirement	26,251,816	28,558,928	31,614,526	34,111,546
Longevity	3,412	3,610	3,600	4,404
Executive Prof Development	66,465	59,811	87,235	92,800
Auto Allowance	39,163	45,892	56,100	56,100
City Contrib - Retiree Medical	1,828,496	1,831,960	2,460,000	2,460,000
Subtotal Salaries and Benefits	\$ 95,087,897	\$ 93,323,021	\$ 105,549,021	\$ 112,261,839
Maintenance and Operations				
Stationery and Office	\$ 169,573	\$ 153,014	\$ 203,850	\$ 218,950
Multi-Media, Promos, Subscript.	410,401	314,291	565,989	550,989
Small Tools and Equipment	136,653	260,464	252,116	250,976
Uniforms and Clothing	309,704	448,022	377,660	410,160
Safety and Health	405,625	502,118	527,980	563,980
Maintenance and Construction	304,632	371,439	329,350	319,350
Agriculture	77,154	71,487	97,000	97,000
Electricity - Buildings & Fac.	554,495	602,939	578,820	581,220
Electricity - Power	230,387	232,269	281,800	281,800
Electricity - Street Lights	1,066,403	1,041,778	1,000,000	1,000,000
Gas	57,759	61,813	45,400	45,400
Water - Domestic	79,446	97,359	75,100	77,100
Water - Parks and Parkways	773,895	1,010,482	859,100	859,100
Waste Disposal	147,270	128,156	161,400	161,400
Janitorial and Housekeeping	444,656	429,683	495,333	641,243
Postage	3,383	1,858	-	-
Legal Advertising/Filing Fees	237,964	223,936	236,600	236,600
Advertising and Public Info.	13,121	12,540	14,300	14,300
Telephone/Radio/Communications	823,593	881,929	816,400	836,400
Business Meetings	38,671	17,195	48,580	53,580
Mileage Reimbursement	1,100	445	3,300	3,300
Dues and Memberships	147,133	142,186	198,992	201,047

Summary of Appropriations by Account – General Fund (Excludes CIP) From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Account Description	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Maintenance and Operations (Continued)				
Board Member Fees	37,800	37,400	41,300	41,300
Professional Development	254,286	251,023	539,769	606,686
Buildings and Structures	130,389	95,516	202,500	202,500
Landscaping and Sprinklers	3,150,341	2,714,835	3,230,500	3,250,500
Automotive Equipment	446	-	-	-
Office Furniture	583	-	2,000	2,000
Office Equipment	53,094	59,141	44,000	48,900
Other Equipment	792,089	840,595	917,750	1,031,300
Streets, Alleys and Sidewalks	974,745	991,658	1,007,200	1,007,200
Employment	276,944	536,474	26,000	26,000
Consulting	2,583,785	2,689,041	3,289,863	3,597,395
Legal	3,306,286	2,920,494	2,768,300	2,756,300
Engineering and Architectural	375,079	197,976	568,898	568,898
Financial & Information Svcs.	517,175	503,245	1,078,750	1,078,750
Medical and Health Inspection	127,366	184,604	192,100	192,100
Public Safety	2,397,054	2,137,500	2,513,300	2,505,300
Recreation	295,010	35,932	495,330	476,110
Sanitation	530	715	1,200	1,200
Principal Payments	1,610,000	1,675,000	2,450,000	2,450,000
Interest Payments	1,203,487	1,139,501	1,067,905	1,067,905
External Rent	593,143	349,719	846,198	841,798
Grants, Loans and Subsidies	2,438,845	1,122,837	23,000	23,000
Internal Rent Central Services	87,706	61,712	99,722	99,722
Internal Rent Postage	92,159	95,397	110,792	110,792
Internal Rent - Maintenance	884,300	884,383	884,300	884,300
Internal Rent - Repl Cost	1,142,301	1,224,257	1,217,256	1,217,256
Internal Rent - Fuel	540,095	522,812	501,400	501,400
Internal Rent Genl Liability	2,240,855	2,069,259	2,069,259	2,069,259
Internal Rent Workers' Comp	2,945,345	2,688,443	2,688,442	2,688,442
Internal Rent Unemployment	79,165	79,685	79,687	79,687
Taxes and Assessments	91,729	88,723	96,200	96,200
Contingency	-	36,760	500,000	500,000
Other Costs	480	261	1,715,427	1,640,308
Acquisition Costs	13,376	-	-	-
Subtotal Maintenance and Operations	\$ 35,669,005	\$ 33,240,302	\$ 38,437,418	\$ 39,066,403

Summary of Appropriations by Account – General Fund (Excludes CIP) From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Account Description	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Fixed Assets				
Office Furniture	\$ 9,363	\$ 9,211	\$ 16,900	\$ 12,900
Office Equipment	6,960	-	-	-
Other Equipment	1,247,869	1,565,872	1,418,406	1,538,406
Subtotal Fixed Assets	\$ 1,264,192	\$ 1,575,083	\$ 1,435,306	\$ 1,551,306
Transfers Out				
Operating Transfers Out	\$ 5,405,141	\$ 22,073,228	\$ 8,980,936	\$ 10,627,990
Subtotal Transfers Out	\$ 5,405,141	\$ 22,073,228	\$ 8,980,936	\$ 10,627,990
TOTAL APPROPRIATIONS - GENERAL FUND	\$ 137,426,236	\$ 150,211,634	\$ 154,402,681	\$ 163,507,538

(1) In Fiscal Year 2020-21, the City changed the budgeting methodology for professional development. Only executive professional development included in the employee MOUs is included in this account. Other professional development such as training, licenses and certificates are accounted for under maintenance and operations.

(2) In Fiscal Year 2020-21, the City corrected the budgeting method for billing internal charges. The prior years have not been adjusted to ensure consistency with the audited financial statements.

Four-Year Personnel Summary by Department From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

	FY 19-20 Adopted	FY 20-21 Adopted	FY 21-22 Adopted	FY 21-22 Amended	FY 22-23 Proposed
City Council					
Council Member	7.00	7.00	7.00	7.00	7.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Senior Management Analyst//Chief of Staff	1.00	1.00	1.00	1.00	1.00
Management Analyst	-	-	1.00	1.00	1.00
Total City Council	9.00	9.00	10.00	10.00	10.00
City Manager'S Office					
City Manager	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	-	-	-
Assistant to the City Manager	1.00	1.00	1.00	1.00	1.00
Central Services Supervisor	1.00	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00
Community Outreach Worker	-	-	-	-	2.00
Community Outreach Supervisor	-	-	-	-	1.00
Deputy City Clerk	2.00	2.00	2.00	2.00	2.00
Executive Assistant to the City Manager	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Graphics Designer	1.00	1.00	1.00	1.00	1.00
Human Resources Administrator	1.00	1.00	1.00	2.00	2.00
Human Resources Analyst	3.00	4.00	3.00	4.00	4.00
Human Resources Manager	1.00	1.00	1.00	1.00	1.00
Human Resources Office Specialist II	1.00	1.00	-	-	-
Human Resources Assistant	-	-	1.00	1.00	1.00
Human Resources Technician	-	-	1.00	1.00	1.00
Management Analyst	-	1.00	3.00	3.00	3.00
Neighborhood Improvement Manager	-	-	-	-	1.00
Office Specialist II	-	-	1.00	1.00	1.00
Principal Human Resources Analyst	2.00	2.00	2.00	2.00	2.00
Public Affairs Manager	2.00	2.00	2.00	2.00	2.00
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00
Senior Code Enforcement Officer	-	-	-	-	1.00
Video Production Coordinator	1.00	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	1.00	1.00	1.00	1.00
Website Coordinator	1.00	1.00	1.00	1.00	1.00
Total City Manager's Office	25.00	27.00	30.00	32.00	37.00
Finance Department					
Finance Director	1.00	1.00	1.00	1.00	1.00
Accountant	2.00	2.00	1.00	1.00	1.00
Accounting Specialist I	1.00	1.00	1.00	1.00	1.00
Accounting Specialist II	3.00	3.00	3.00	4.00	4.00
Accounting Supervisor	1.00	1.00	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00	1.00	1.00
Budget and Purchasing Manger	-	1.00	1.00	1.00	1.00
Budget Analyst	2.00	2.00	2.00	-	-

Four-Year Personnel Summary by Department From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

	FY 19-20 Adopted	FY 20-21 Adopted	FY 21-22 Adopted	FY 21-22 Amended	FY 22-23 Proposed
Finance Department (Continued)					
Buyer	3.00	3.00	3.00	3.00	3.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Financial Analyst	-	1.00	1.00	1.00	1.00
Management Analyst	1.00	-	-	-	-
Payroll Coordinator	1.00	1.00	1.00	1.00	1.00
Payroll Supervisor	-	-	1.00	1.00	1.00
Permit Processing Specialist	1.00	1.00	2.00	1.00	1.00
Purchasing Supervisor	1.00	1.00	1.00	1.00	1.00
Revenue Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Accountant	-	-	-	1.00	1.00
Senior Budget Analyst	-	-	-	2.00	2.00
Senior Management Analyst	-	1.00	1.00	1.00	1.00
Treasury Specialist	1.00	-	-	-	-
Total Finance Department	21.00	22.00	23.00	24.00	24.00
Parks And Community Services Department					
Parks and Community Services Director	1.00	1.00	1.00	1.00	1.00
Arts Specialist	-	-	1.00	1.00	1.00
Assistant Recreation Supervisor	3.00	3.00	3.00	3.00	3.00
Community Outreach Worker	2.00	2.00	2.00	2.00	-
Community Outreach Supervisor	-	-	-	1.00	-
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Fairview Park Administrator	1.00	1.00	1.00	1.00	1.00
Maintenance Worker	-	-	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	1.00
Neighborhood Improvement Manager	1.00	1.00	1.00	1.00	-
Office Specialist II	1.00	1.00	1.00	1.00	1.00
Recreation Coordinator	4.00	4.00	4.00	5.00	5.00
Recreation Manager	1.00	1.00	1.00	1.00	1.00
Recreation Supervisor	2.00	2.00	2.00	2.00	2.00
Senior Code Enforcement Officer	1.00	1.00	1.00	1.00	-
Total Parks and Community Svcs Department	19.00	19.00	21.00	23.00	18.00
Information Technology Department					
Information Technology Director	1.00	1.00	1.00	1.00	1.00
Information Technology Manager	-	1.00	2.00	2.00	2.00
Computer Operations & Networking Sup.	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Management Analyst	-	-	-	1.00	1.00
Network Administrator	3.00	5.00	5.00	5.00	5.00
Programmer Analyst II	1.00	2.00	3.00	3.00	4.00
Senior Programmer Analyst	3.00	3.00	3.00	3.00	4.00
Systems & Programming Supervisor	1.00	1.00	1.00	1.00	1.00
Total Information Technology Department	11.00	15.00	17.00	18.00	20.00

Four-Year Personnel Summary by Department From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

	FY 19-20 Adopted	FY 20-21 Adopted	FY 21-22 Adopted	FY 21-22 Amended	FY 22-23 Proposed
Police Department					
Police Chief	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Animal Control Officer	2.00	2.00	2.00	2.00	2.00
Civilian Investigator	1.00	1.00	1.00	1.00	1.00
Communications Installer	1.00	1.00	1.00	1.00	1.00
Communications Officer	11.00	11.00	11.00	11.00	11.00
Communications Supervisor	4.00	4.00	4.00	4.00	4.00
Community Services Specialist	6.00	6.00	6.00	7.00	7.00
Court Liaison	1.00	1.00	1.00	1.00	1.00
Crime Analyst	1.00	1.00	1.00	1.00	1.00
Crime Prevention Specialist	-	-	1.00	1.00	1.00
Crime Scene Investigation Supervisor	1.00	1.00	1.00	1.00	1.00
Crime Scene Specialist	3.00	3.00	3.00	4.00	4.00
Electronics Technician	1.00	1.00	1.00	1.00	1.00
Emergency Services Administrator	1.00	1.00	1.00	1.00	1.00
Executive Assistant	2.00	2.00	2.00	2.00	2.00
Management Analyst	-	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	1.00	1.00
Park Ranger	6.00	6.00	6.00	6.00	6.00
Police Captain	2.00	2.00	2.00	2.00	2.00
Police Lieutenant	6.00	6.00	7.00	7.00	7.00
Police Officer	102.00	102.00	105.00	105.00	106.00
Police Records Administrator	1.00	1.00	1.00	1.00	1.00
Police Records Bureau Supervisor	1.00	1.00	1.00	1.00	1.00
Police Records Shift Supervisor	3.00	3.00	3.00	3.00	3.00
Police Sergeant	23.00	23.00	21.00	22.00	22.00
Police Training Assistant	1.00	1.00	1.00	1.00	1.00
Property Evidence Specialist	1.00	1.00	1.00	1.00	1.00
Property Evidence Supervisor	1.00	1.00	1.00	1.00	1.00
Public Affairs Manager	1.00	1.00	1.00	1.00	1.00
Range Master	1.00	1.00	1.00	1.00	1.00
Senior Communications Officer	6.00	6.00	6.00	6.00	6.00
Senior Communications Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Police Officer	2.00	2.00	2.00	2.00	2.00
Senior Police Records Technician	16.00	16.00	16.00	16.00	16.00
Telecommunications Manager	-	-	-	0.50	0.50
Total Police Department	212.00	213.00	216.00	219.50	220.50
Fire And Rescue Department					
Fire Chief	1.00	1.00	1.00	1.00	1.00
Assistant Fire Marshal	1.00	-	-	-	1.00
Fire Marshal	-	1.00	1.00	1.00	1.00
Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Division Chief - Administration	1.00	1.00	1.00	1.00	1.00
Battalion Chief	3.00	3.00	3.00	3.00	3.00
Emergency Medical Services Coordinator	-	-	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00

Four-Year Personnel Summary by Department From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

	FY 19-20 Adopted	FY 20-21 Adopted	FY 21-22 Adopted	FY 21-22 Amended	FY 22-23 Proposed
Fire And Rescue Department (Continued)					
Fire Captain	18.00	18.00	18.00	19.00	19.00
Fire Captain - Administration	1.00	1.00	1.00	1.00	1.00
Fire Engineer	18.00	18.00	18.00	18.00	18.00
Fire Protection Specialist	2.00	2.00	5.00	5.00	4.00
Firefighter	42.00	42.00	42.00	42.00	42.00
Management Analyst	1.00	1.00	1.00	1.00	-
Office Specialist II	-	-	1.00	1.00	1.00
Telecommunications Manager	-	-	-	0.50	0.50
Senior Management Analyst	-	-	-	-	1.00
Total Fire Department	90.00	90.00	95.00	96.50	96.50
Development Services Department					
Economic & Development Services Director	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Assistant Development Services Director	1.00	1.00	1.00	1.00	1.00
Assistant Planner	2.00	2.00	4.00	4.00	4.00
Associate Planner	3.00	3.00	3.00	3.00	3.00
Building/Combination Bldg. Inspector	5.00	5.00	4.00	4.00	4.00
Building Official	1.00	1.00	1.00	1.00	1.00
Building Technician II	2.00	2.00	3.00	3.00	3.00
Chief of Inspection	1.00	1.00	1.00	1.00	1.00
Chief Plans Examiner	1.00	1.00	1.00	1.00	1.00
Code Enforcement Officer	5.00	7.00	9.00	9.00	9.00
Community Improvement Manager	1.00	1.00	1.00	1.00	1.00
Economic Development Administrator	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Grant Administrator	-	-	1.00	1.00	1.00
Management Analyst	2.00	2.00	2.00	2.00	2.00
Office Specialist II	1.00	1.00	-	-	1.00
Permit Processing Specialist	2.00	2.00	2.00	2.00	3.00
Plan Checker	1.00	1.00	2.00	1.00	1.00
Plan Check Engineer	1.00	1.00	1.00	2.00	2.00
Principal Planner	1.00	1.00	1.00	2.00	2.00
Senior Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00
Senior Combination Inspector	-	-	1.00	1.00	1.00
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00	1.00
Zoning Administrator	1.00	1.00	1.00	-	-
Total Development Services Department	38.00	40.00	46.00	46.00	48.00
Public Works Department					
Public Works Director	1.00	1.00	1.00	1.00	1.00
Active Transportation Coordinator	-	-	1.00	1.00	1.00
Administrative Assistant	3.00	3.00	3.00	3.00	3.00
Assistant Engineer	4.00	4.00	4.00	4.00	4.00
Associate Engineer	4.00	4.00	5.00	6.00	7.00
City Engineer	1.00	1.00	1.00	1.00	1.00

Four-Year Personnel Summary by Department From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

	FY 19-20 Adopted	FY 20-21 Adopted	FY 21-22 Adopted	FY 21-22 Amended	FY 22-23 Proposed
Public Works Department (Continued)					
Construction Inspector	3.00	3.00	3.00	3.00	3.00
Contract Administrator	1.00	1.00	1.00	-	-
Energy and Sustainability Service Manager	1.00	1.00	1.00	1.00	1.00
Engineering Technician II	-	-	1.00	1.00	1.00
Engineering Technician III	5.00	5.00	5.00	5.00	5.00
Equipment Mechanic II	2.00	2.00	2.00	2.00	2.00
Equipment Mechanic III	2.00	2.00	2.00	2.00	2.00
Executive Assistant	2.00	2.00	1.00	1.00	1.00
Facilities Maintenance Technician	2.00	2.00	2.00	2.00	2.00
Lead Maintenance Worker	6.00	6.00	6.00	6.00	6.00
Lead Equipment Mechanic	1.00	1.00	1.00	1.00	1.00
Maintenance Assistant	-	-	1.00	1.00	1.00
Maintenance Services Manager	1.00	1.00	1.00	1.00	1.00
Maintenance Superintendent	3.00	3.00	3.00	3.00	3.00
Maintenance Supervisor	5.00	5.00	5.00	5.00	5.00
Maintenance Worker	6.00	6.00	6.00	6.00	6.00
Management Analyst	1.00	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	2.00	2.00	2.00
Principal Civil Engineer	1.00	1.00	1.00	1.00	1.00
Senior Engineer	3.00	3.00	3.00	3.00	3.00
Senior Maintenance Technician	1.00	1.00	1.00	1.00	1.00
Senior Maintenance Worker	6.00	6.00	6.00	6.00	6.00
Senior Management Analyst	-	-	1.00	1.00	1.00
Storekeeper	-	-	-	-	2.00
Transportation Services Manager	1.00	1.00	1.00	1.00	1.00
Total Public Works Department	67.00	67.00	72.00	72.00	75.00
Total Full-time Employees	492.00	502.00	530.00	541.00	549.00
Part-Time Employees FTE's (Full-Time Equivalents)					
City Council	1.50	1.50	0.50	0.50	0.50
City Manager's Office	9.96	9.00	7.88	7.88	10.95
Parks and Community Services	77.71	76.67	75.73	73.23	70.16
Information Technology Department	1.70	0.50	0.50	-	0.50
Police Department	22.92	21.96	20.36	18.86	18.86
Fire and Rescue Department	5.00	5.00	2.25	2.25	2.25
Development Services Department	8.79	8.04	6.64	6.64	5.34
Public Works Department	9.70	9.50	8.00	8.00	6.25
Total Part-time FTEs	137.28	132.17	121.86	117.36	114.81
Total Citywide FTEs	629.28	634.17	651.86	658.36	663.81



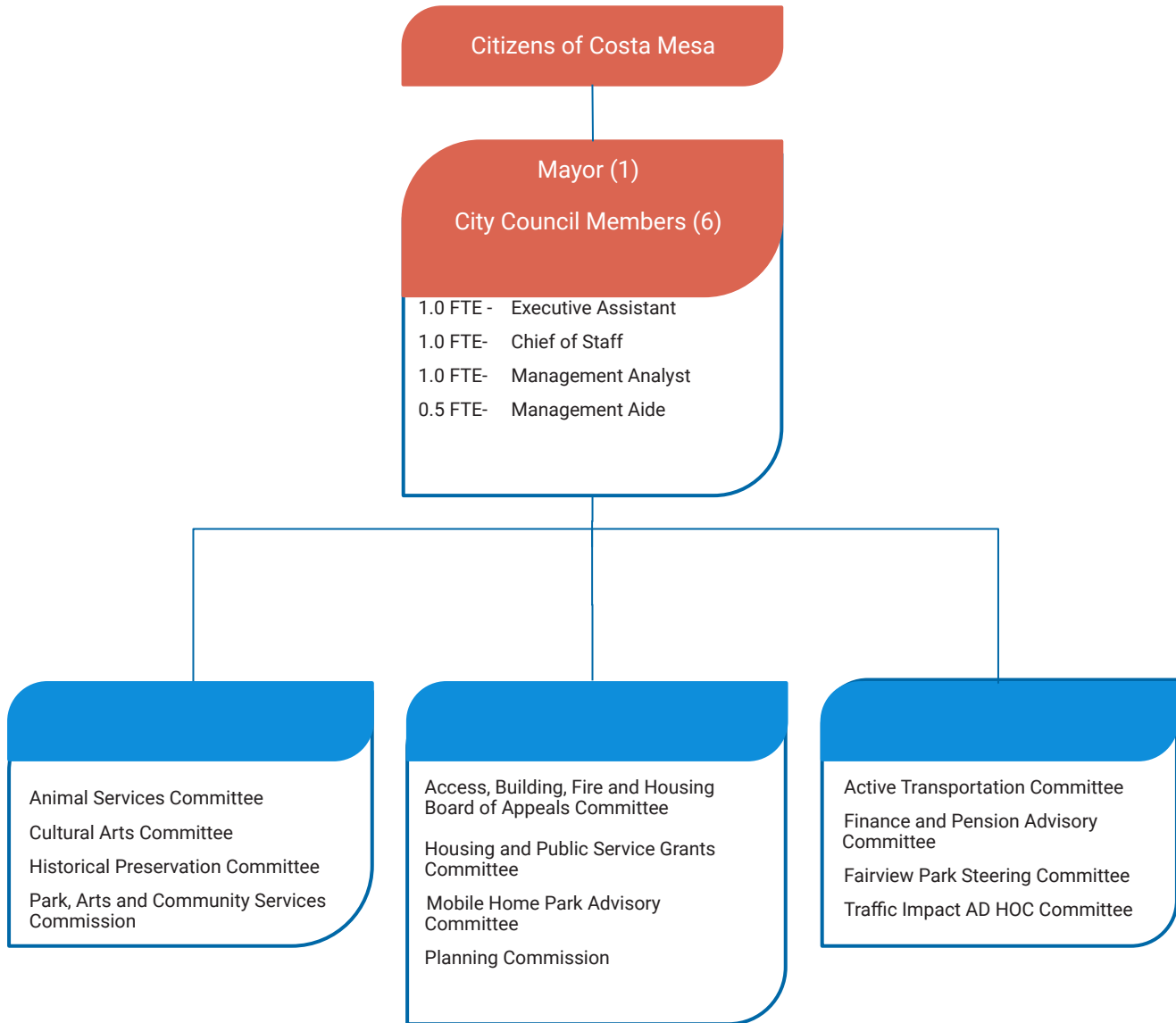
**Departmental
Budget Details**





**City
Council**

City Council



The Mayor and City Council serve as the elected legislative and policy setting body of the City. City Council duties include establishing goals and policies, enacting legislation, adopting the City's operating and capital budget, and appropriating the funds necessary to provide services to the City's residents, businesses and visitors. The City Council also participates in a wide variety of community and regional activities and spends a considerable amount of time interacting with residents, business owners, and community stakeholders. The City Council also serves as the governing board for the Successor Agency, Housing Authority, Public Financing Authority, and Financing Authority.

City Council – 10100

City Council – 50110

This program supports City Council activities. It includes the salaries of the City Council – one Mayor and six Council Members, and the Constituent Services Team – one Chief of Staff, one Management Analyst, one Executive Assistant and one part-time Management Aide.

The Executive Assistant provides administrative support to the Mayor and City Council Members. Under the supervision of the City Manager, the role of the Chief of Staff is to work with the City Council to achieve their goals and priorities, and work with staff to implement work plans to achieve these goals. The Chief of Staff is also responsible for the supervision of one Management Analyst and one Management Aide, who are primarily responsible for responding to constituent needs, as well as assisting City Council with legislative research, and gathering of information to address important community issues.



Budget Narrative

The Fiscal Year 2022-23 budget for the Office of the City Council is \$950,772, an increase of \$59,431, or 7 percent, compared to the adopted budget for Fiscal Year 2021-22. The increase is attributable to the Salaries and Benefits category.

Expense by Fund	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
CITY COUNCIL BY FUNDING SOURCE				
General Fund - 101	\$ 698,817	\$ 644,712	\$ 891,341	\$ 950,772
Disaster Fund - 150	3,756	-	-	-
American Rescue Plan Fund - 204	-	6,689	-	-
Total City Council	\$ 702,573	\$ 651,401	\$ 891,341	\$ 950,772

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
CITY COUNCIL BY PROGRAM				
ADMINISTRATION - 10100				
City Council - 50110				
Salaries and Benefits	\$ 551,900	\$ 576,329	\$ 728,160	\$ 787,591
Maintenance and Operations	146,422	75,072	161,181	161,181
Fixed Assets	496	-	2,000	2,000
Subtotal City Council	\$ 698,817	\$ 651,401	\$ 891,341	\$ 950,772
Emergency Services - 51040				
Salaries and Benefits	\$ 3,570	\$ -	\$ -	\$ -
Maintenance and Operations	185	-	-	-
Subtotal City Council	\$ 3,756	\$ -	\$ -	\$ -
TOTAL CITY COINCIL				
Salaries and Benefits	\$ 555,470	\$ 576,329	\$ 728,160	\$ 787,591
Maintenance and Operations	146,607	75,072	161,181	161,181
Fixed Assets	496	-	2,000	2,000
Total City Council	\$ 702,573	\$ 651,401	\$ 891,341	\$ 950,772

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
CITY COUNCIL BY ACCOUNT: ALL FUNDS				
Salaries and Benefits				
Regular Salaries - Non-Sworn	\$ 182,267	\$ 213,685	\$ 317,395	\$ 334,918
Regular Salaries - Part-Time	69,290	42,735	32,635	38,539
Overtime	4,297	13,394	500	500
Holiday Allowance	676	1,383	-	-
Separation Pay-Off	-	2,448	-	-
Furloughs	-	5,092	-	-
Cafeteria Plan	212,165	205,513	252,119	287,527
Medicare	5,756	5,822	5,075	5,416
Retirement	81,019	86,256	120,436	120,691
Subtotal Salaries & Benefits	\$ 555,470	\$ 576,329	\$ 728,160	\$ 787,591
Maintenance and Operations				
Stationery and Office	\$ 2,763	\$ 747	\$ 2,600	\$ 2,600
Multi-Media, Promos, Subscript.	2,060	4,697	4,000	4,000
Small Tools and Equipment	72	320	2,000	2,000
Uniforms and Clothing	-	544	500	500
Safety and Health	137	875	480	480
Business Meetings	15,618	10,058	15,000	15,000
Mileage Reimbursement	28	-	-	-
Dues and Memberships	115,013	54,709	115,545	115,545
Professional Development	7,068	1,994	18,100	18,100
External Rent	699	547	1,700	1,700
Internal Rent Central Services	2,926	529	1,224	1,224
Internal Rent Postage	39	53	32	32
Emergency Protective Measure	185	-	-	-
Subtotal Maintenance & Operations	\$ 146,607	\$ 75,072	\$ 161,181	\$ 161,181
Fixed Assets				
Other Equipment	\$ 496	\$ -	\$ 2,000	\$ 2,000
Subtotal Fixed Assets	\$ 496	\$ -	\$ 2,000	\$ 2,000
Total City Council	\$ 702,573	\$ 651,401	\$ 891,341	\$ 950,772

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
CITY COUNCIL BY ACCOUNT: GENERAL FUND ONLY				
Salaries and Benefits				
Regular Salaries - Non-Sworn	\$ 182,267	\$ 212,111	\$ 317,395	\$ 334,918
Regular Salaries - Part-Time	69,290	42,735	32,635	38,539
Overtime	4,297	13,394	500	500
Holiday Allowance	676	1,383	-	-
Separation Pay-Off	-	2,448	-	-
Cafeteria Plan	212,165	205,513	252,119	287,527
Medicare	5,756	5,799	5,075	5,416
Retirement	81,019	86,256	120,436	120,691
Subtotal Salaries & Benefits	\$ 555,470	\$ 569,640	\$ 728,160	\$ 787,591
Maintenance and Operations				
Stationery and Office	\$ 2,763	\$ 747	\$ 2,600	\$ 2,600
Multi-Media, Promos, Subscript.	2,060	4,697	4,000	4,000
Small Tools and Equipment	72	320	2,000	2,000
Uniforms and Clothing	-	544	500	500
Safety and Health	137	875	480	480
Business Meetings	15,618	10,058	15,000	15,000
Mileage Reimbursement	28	-	-	-
Dues and Memberships	115,013	54,709	115,545	115,545
Professional Development	7,068	1,994	18,100	18,100
External Rent	699	547	1,700	1,700
Internal Rent Central Services	2,926	529	1,224	1,224
Internal Rent Postage	39	53	32	32
Emergency Protective Measure	185	-	-	-
Subtotal Maintenance & Operations	\$ 146,607	\$ 75,072	\$ 161,181	\$ 161,181
Fixed Assets				
Other Equipment	\$ 496	\$ -	\$ 2,000	\$ 2,000
Subtotal Fixed Assets	\$ 496	\$ -	\$ 2,000	\$ 2,000
Total City Council	\$ 702,573	\$ 644,712	\$ 891,341	\$ 950,772



**City Manager's
Office**

City Manager's Office

City Manager Administration

- 1.0 FTE - City Manager
- 1.0 FTE - Assistant to the City Manager
- 1.0 FTE - Executive Assistant to the City Manager
- 2.0 FTE - Management Analyst

- 2.0 FTE - Assistant City Manager
- 1.0 FTE - Executive Assistant
- 1.0 FTE - Senior Management Analyst

City Clerk

- 1.0 FTE - City Clerk
- 1.0 FTE - Management Analyst
- 2.0 FTE - Deputy City Clerk
- 3.38 FTE - Part-Time

Human Resources Risk Management

- 1.0 FTE - HR Manager
- 2.0 FTE - HR Administrator
- 2.0 FTE - Principal HR Analyst
- 4.0 FTE - HR Analyst
- 1.0 FTE - HR Assistant
- 1.0 FTE - HR Technician
- 0.75 FTE - Part-Time

Communications and Marketing

- 2.0 FTE - Public Affairs Manager
- 1.0 FTE - Central Services Supervisor
- 1.0 FTE - Graphics Designer
- 1.0 FTE - Office Specialist II
- 1.0 FTE - Video Production Coordinator
- 1.0 FTE - Video Production Specialist
- 1.0 FTE - Website Coordinator
- 3.75 FTE - Part-Time

Homeless Outreach

- 1.0 FTE - Neighborhood Improvement Manager
- 1.0 FTE - Community Outreach Supervisor
- 2.0 FTE - Community Outreach Worker
- 1.0 FTE - Senior Code Enforcement Officer
- 3.07 FTE - Part-Time

The City Manager's Office is a General Government Support function. The Department is comprised of four divisions, split into different programs and has 37 full-time staff members. Part-time staffing consists of 10.95 full-time equivalents. The divisions are as follows:

- Administration
- City Clerk
- Homeless Outreach
- Human Resources
- Risk Management

Administration – 11100

Administration – 50001

The City Manager's Office coordinates and directs the City's functions within the framework of policy established by the City Council. The duties of the City Manager's Office include: legislative support, policy implementation, budget development and strategic planning, coordinating the preparation of City Council agendas, assist with the development of City Council's goals and objectives, and keep the City Council apprised of important community issues. The Office provides leadership and direction to the other City departments and is responsible for ensuring the delivery of quality services to its constituents and business community. The City Manager's Office is also responsible for representing the City's interests at the local, state, and federal level.

Communications And Marketing – 51050

The Communication and Marketing team specializes in ensuring quality communication, both internally and externally and utilizes a variety of informational platforms such as the City website, news blog, social media networks, TV channel, newsletter, print and more. The team manages the following City initiatives:

- Public information and education
- Media relations
- Social media posting and monitoring
- Video production
- Mail, printing and graphic design services
- Website development and maintenance
- Special events
- Internal communications

City Clerk – 11200

Elections – 50120

As the local elections official, the City Clerk conducts the General Municipal Election by governing the filings of candidate nominations, initiatives, referendums, and recall actions. The City Clerk is the Filing Officer for the Political Reform Act and coordinates the filing of campaign financial statements and Conflicts of Interest Statements.

Council Meetings – 50410

The role of the City Clerk includes serving as Clerk of the City Council and Assistant to the Housing Authority, and Successor Agency to the Costa Mesa Redevelopment Agency. As the Brown Act official, the Clerk is responsible for preparing and reviewing agendas for all meetings, manages records pertaining to Council legislative actions and proceedings, minutes, ordinances, resolutions, public notices and indices thereof. The City Clerk's office manages the concierge services in the City Hall lobby, which is responsible for greeting the public, checking in of guests, and answering the main telephone line to City Hall.

Public Records – 50420

As the Public Records Act official, Custodian of Records and City Archivist, the Clerk is the administrator for official city documents and records, including indexing, preservation and archiving programs, retention schedules, public records requests and responses, and subpoenas for records. The City Clerk is responsible for the execution of the Electronic Document Imaging System including managing records in the database to provide the public greater access to all public documents.

Human Resources – 14100

Recruitment And Selection – 50610

Human Resources Administration provides a full range of traditional and core human resources services that include: recruitment and selection, classification and compensation systems, employee development and training, and labor/employee relations. These comprehensive services are provided in compliance and as mandated by Federal and State labor laws, Personnel Rules and Regulations, and current Memorandum of Understandings (MOU's). Human Resources Administration provides full range of traditional and core human resources services that include: recruitment and selection, classification and compensation systems, employee development and training, and labor/employee relations. These comprehensive services are provided in compliance and as mandated by Federal and State labor laws, Personnel Rules and Regulations, and current Memorandum of Understandings (MOU's).

Employee Benefits Administration – 50630

Administers group health and welfare benefits and retirement plans for active employees and retirees. Evaluates and makes recommendations on ways to improve benefits, such as utilizing wellness programs, flexible spending accounts and long-term disability insurance; oversees required/optional industrial medical examinations; and the Employee Assistance Program (EAP). Serves as staff/advisor to Benefits Review Committee consisting of labor and management representatives who meet to review and discuss relevant issues related to employee benefits/programs and appropriate cost-effective spending of benefit dollars. Monitors and ensures compliance with Federal, State and City leave programs such as the Family Medical Leave Act (FMLA) and California Family Rights Act (CFRA), as well as Fair Employment & Housing Act (FEHA), and Americans with Disabilities Act (ADA).

Risk Management – 14400

Risk Management Administration – 50661

Procures and administers the City's comprehensive commercial insurance protection program. Includes property inspections and appraisals as part of a comprehensive real and personal property insurance program; evaluate levels of coverage for appropriate protection of assets.

Liability – 50662

Evaluates and monitors the City's risk of loss, minimizing the financial impact of such risks to the lowest feasible level; and procures and administers the City's self-insured general liability and environmental insurance programs. Claims against the City are jointly handled with the City's third-party administrator or internally as appropriate. Includes loss control program that identifies areas of concerns and acts to mitigate future incidents. Serves as staff/advisors to the City's Safety Coordinating Committee consisting of joint labor-management representatives. Provides staff support to the City's Insurance Committee.

Workers Compensation – 50663

Proactively administers safety and wellness programs for employees as well as the self-insured Workers' Compensation Program and the Occupational Injury/Illness Prevention Plan. Maintains oversight of the third-party workers' compensation claims administrator and consultants for workplace safety, ergonomics, and indoor air quality. Administers and coordinates work-related disability compliance and interactive process, physical and fitness-for-duty examinations and infection control program. Provides training to departments to assist in cost containment/appropriate use of this program.

Fiscal Year 2021-22 Accomplishments

- Assisted the City Council in guiding municipal operations, coordinated Council's activities and meeting requests and prepared documents and materials as requested.
- Improved public outreach efforts, including bilingual translation.
- Ensured public notification of upcoming events, activities, programs, decisions and other City business, as well as network with other government agencies, community leaders, residents, business owners and regional representatives to meet department goals, and to better assist the department and the City.
- Planned, organized, and coordinated various special programs, including the COVID-19 vaccination rollout, the Hispanic Heritage Month celebration, the return of the annual Costa Mesa Snoopy House holiday display, the annual State of the City luncheon and the grand opening of the Norma Hertzog Community Center and Lion's Park Playground.
- Successfully planned and executed City Council Retreat and Goal Setting sessions.
- Oversaw the nomination of the Orange County Business Council's 11th Annual Turning Red Tape into Red Carpet Awards.
- Participated in a modified version of the Innovating Commerce Serving Communities' (ICSC) "Here We Go" conference to promote economic development in the City.
- The Communications and Marketing Division apprised residents of City information in a timely and easily accessible manner through various means: press releases, brochures and flyers, City's website, CMTV 3, social media channels, the Costa Mesa Minute and "El Minuto," a Spanish language version of the Costa Mesa Minute, the City's news blog, and City Hall Snapshot.
- The Communications and Marketing Division expanded the City's social media reach by using the following platforms: Facebook, Twitter, Instagram, Nextdoor, and Nixle, as well as establishing the City's first-ever podcast.
- The Communications and Marketing Division, Costa Mesa Television (CMTV 3), won seven first place awards, including Overall Excellence in Government Programming at the 24th Annual STAR Awards as well as two Awards of Excellence, one Award of Distinction and one Award of Honor at the 2021 NATOA (National Association of Telecommunications Officers and Advisors) Government Programming Awards. The competition featured 750 entries from across the United States vying for the awards.
- In partnership with the Police Department, the HR Division conducted an ongoing recruitment process to proactively attract and hire Police Recruits, Police Academy Graduates, Police Officers and Police Reserve Officers.
- The HR Division completed recruitments for key management positions including: Police Chief, Assistant Development Services Director, Building Official, Information Technology Manager, and Maintenance Services Manager.
- In partnership with the City's management team and employee organizations, the HR Division conducted market analysis and updated compensation for identified hard-to-fill classifications and brought forth recommendations for increases in staffing to address critical needs.
- The HR Division implemented a Wellness Program offering wellness seminars and activities for all City employees to promote health and safety.
- The HR Division launched the Costa Mesa University Leadership, Training, and Mentoring Program for all City employees.
- The HR Division began expansion of NeoGov application to include onboarding, training and evaluation modules.
- The HR Division continued to administer various COVID-19 policies, protocols, informational/training materials for employees, including a robust contract tracing strategy, coordinating and monitoring quarantine timelines for exposure or potential exposure cases.
- The HR Division facilitated customer service training to promote ongoing high quality customer service to residents, businesses and visitors.
- The HR Division facilitated employment law and employee relations training including supervisory, performance management, and mandated harassment training for managers and supervisors through the Orange County Human Resources Consortium.

- The HR Division continued to administer the ongoing recommendations of the City's Workers' Compensation Organizational Report and diligently worked with the City's third party administrator, AdminSure, regarding Workers' Compensation claims.
- The City Clerk Division promoted transparency in local government by facilitating the importing of 24,000 files into the Laserfiche Public Portal.
- The City Clerk Division served as the gateway to open and accessible government by processing 1,171 public records requests in compliance with the Public Records Act.
- The City Clerk Division successfully conducted 32 City Council meetings via Zoom webinar/hybrid format to comply with the social distancing requirements of the COVID-19 pandemic and to ensure the public's right to access and to participate in the local government's meetings.
- The City Clerk Division Concierge Services served 28,030 citizens through telephone inquiries and ensured Spanish bilingual staff was available to assist the public.
- The City Clerk Division provided English/Spanish translation and interpretation services at City meetings.
- The City Clerk Division successfully conducted the 2021 City's Redistricting Process.
- The City Clerk Division successfully implemented the citywide agenda management program.

Fiscal Year 2022-23 Goals

- Assist the City Council in guiding municipal operations, coordinate Council's activities and meeting requests, and prepare documents and materials as requested.
- Improve outreach efforts and transparency by providing bilingual translation.
- Ensure that policies and program objectives set by the City Council are executed effectively and efficiently.
- Respond to inquiries from the public in a highly responsive manner.
- Ensure the public is notified of upcoming events, activities, programs, decisions and other City business, as well as network with other government agencies, community leaders, residents, business owners and regional representatives to meet department goals, and to better assist the department and the City.
- Plan and organize implicit bias training for City Council and City staff.
- The Communications and Marketing Division will continue to provide highly responsive and cost effective printing, duplicating, and postal services.
- The Communications and Marketing Division will continue to engage the public via social media platforms to inform and encourage civic participation.
- The HR Division will implement innovative and modernized recruitment techniques to foster talent acquisition, talent management, and succession planning.
- The HR Division will facilitate a Citywide Classification and Compensation study to support employee retention.
- The HR Division will complete implementation of NeoGov expansion to include onboarding, training and evaluation modules.
- The HR Division will facilitate organizational efficiency through employee development by assessing and revising the employee performance evaluation process, and creating comprehensive training and development programs to meet the City's organizational needs.
- The HR Division will identify and evaluate risk and loss exposures to the City in order to efficiently and appropriately mitigate and finance those exposures. Minimize the risk of loss, financial or otherwise through the protection of City resources, which include employees, members of the public, and property; thus insuring compliance with State and Federal regulations/laws and reducing/minimizing long-term liabilities to the City. In conjunction, proactively implement procedures, guidelines and training to reduce and mitigate workers' compensation and general liability costs. Provide and maintain a full range of quality benefit programs at a reasonable cost.
- The HR Division will process liability claims quickly and efficiently to mitigate losses to the City.
- The HR Division will provide managers and supervisors with ongoing and proactive employee relations training, counseling and assistance necessary to limit the number of formal grievances and disciplinary actions.
- The HR Division will facilitate ongoing legal and labor relations training, including harassment training for managers and supervisors through the Orange County Human Resources Consortium.
- The HR Division will provide managers, supervisors and key contacts in departments with ongoing assistance and training for a more comprehensive understanding of the workers' compensation system/process.
- The HR Division will provide information and assistance to supervisors and employees on benefits-related issues, including coordination during leaves of absence.
- The City Clerk Division will maintain accurate records of official documents of the City; publish City legal notices as required by law.
- The City Clerk Division will prepare and distribute the agenda for City Council meetings to the public in compliance with the Brown Act.

Goals and Objectives

The goals and objectives of the City Manager's Department listed above were developed in alignment with the City Council's priorities.



GOALS AND OBJECTIVES

1	Initiate the process to map and evaluate the employee recruitment process to innovate and modernize recruitment and commence development of the succession plan and present to the City Manager.	<input checked="" type="checkbox"/>			
2	Present to the City Council for consideration the first phase of hard-to-fill positions requiring a market adjustment based on current data.	<input checked="" type="checkbox"/>			
3	Perform a market analysis of City Council compensation for comparable agencies and special districts within the county and report results to the City Manager.	<input checked="" type="checkbox"/>			
4	Launch the Costa Mesa University Wellness, Leadership, Training and Mentorship Program for all city employees.	<input checked="" type="checkbox"/>			
5	Develop HR staffing recommendations for inclusion in the mid-year budget to be presented to the City Council for consideration.	<input checked="" type="checkbox"/>			
6	Update and begin implementation of the online employee onboarding, training and evaluation processes by updating the NeoGov System.	<input checked="" type="checkbox"/>			
7	Enhance the Communications and Engagement Plan to support the public's health, safety and quality of life and present results to the City Manager.			<input checked="" type="checkbox"/>	
8	Engage the community to obtain feedback on the community's sense of safety and well-being and present results to the City Council			<input checked="" type="checkbox"/>	
9	Update the City Council on the Open Space Master Plan, with a focus on access to parks.			<input checked="" type="checkbox"/>	
10	Present options to the City Council for a behavioral health response model.			<input checked="" type="checkbox"/>	
11	Identify, develop and implement a measurement tool(s) to determine the effectiveness of the City's communications and public engagement with all segments of the community.			<input checked="" type="checkbox"/>	
12	Present to the City Council opportunity sites for potential motel conversions with site control options.				<input checked="" type="checkbox"/>
13	Initiate and convene a Citizens Advisory Group to discuss Measure Y and Housing Element compliance.				<input checked="" type="checkbox"/>
14	Develop a scope of work for the Climate Action and Adaptation Plan and present to the City Council for action.			<input checked="" type="checkbox"/>	

Performance Measures/Workload Indicators:

	FY 20-21 Actual	FY 21-22 Adopted	FY 22-23 Proposed
Number of Costa Mesa Minutes episodes produced	106	135	50
Number of Costa Mesa "El Minuto" episodes produced	77	90	50
Number of City Hall Snapshots issued	50	50	50
Number of followers reached through City social media	71,600	28,300	75,000
Number of outgoing mail metered in-house	104,803	125,000	100,000
Number of copies produced by Central Services	786,877	1,250,000	1,000,000
Completed City Council minutes by the following Council meeting	80%	95%	95%
Public record requests to the City Clerk responded to within prescribed time	100%	100%	100%
Number of public records requests processed	961	961	1,171
Number of documents scanned into the Laserfiche system	35,000	35,000	24,000
Number of microfiche images converted to the Laserfiche system	1,000,000	1,000,000	630,000
Employee turnover rate (non-retirements)	6.0%	6.0%	6.0%
Percentage of work-related injuries reported to third-party administrator within 24-hour notice of injury	100%	100%	100%
Percentage of claims filed that are closed without litigation	100%	80%	80%
Number of recruitments processed	54	35	50
Number of job applicants processed	7,617	6,750	6,750
Number of benefit enrollment and benefit changes processed	1,691	1,200	1,200
Number of personnel actions processed	750	850	800
Number of letters sent on behalf of the Mayor and City Council	70	-	75

Budget Narrative

The Fiscal Year 2022-23 budget for the City Manager's Office for all funds is an increase of \$809,246, or 6.6% compared to the adopted budget for Fiscal Year 2021-22. The net increase is attributed to election costs and salaries and benefits.

Expense by Fund	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
CITY MANAGER'S OFFICE BY FUNDING SOURCE				
General Fund - 101	\$ 7,765,950	\$ 6,068,680	\$ 7,385,715	\$ 8,164,355
Disaster Fund - 150	789,736	533,078	-	-
American Rescue Plan Fund - 204	-	120,063	-	-
Self-Insurance Fund - 602	4,135,919	6,504,174	4,908,965	4,939,571
Total City Manager's Office	\$ 12,691,605	\$ 13,225,995	\$ 12,294,680	\$ 13,103,926

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
CITY MANAGER'S OFFICE BY PROGRAM				
ADMINISTRATION - 11100				
City Manager Administration - 50001				
Salaries and Benefits	\$ 1,017,323	\$ 1,290,150	\$ 1,928,913	\$ 2,092,532
Maintenance and Operations	968,911	1,080,364	974,102	974,102
Fixed Assets	15,170	7,720	6,000	2,000
Subtotal City Manager Administration	\$ 2,001,404	\$ 2,378,234	\$ 2,909,015	\$ 3,068,634
Emergency Services - 51040				
Salaries and Benefits	\$ 358,793	\$ 146,405	\$ -	\$ -
Maintenance and Operations	2,432	68,830	-	-
Subtotal Emergency Services	\$ 361,225	\$ 215,235	\$ -	\$ -
Communications and Marketing - 51050				
Salaries and Benefits	\$ 1,044,549	\$ 1,130,769	\$ 1,350,298	\$ 1,372,255
Maintenance and Operations	132,037	165,530	169,686	169,686
Fixed Assets	8,057	102	10,900	10,900
Subtotal Communications and Marketing	\$ 1,184,643	\$ 1,296,401	\$ 1,530,884	\$ 1,552,841
Local Emergency Responses - 52100				
Salaries and Benefits	\$ 178,276	\$ -	\$ -	\$ -
Subtotal Local Emergency Responses	\$ 178,276	\$ -	\$ -	\$ -

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
CITY CLERK - 11200				
	16			
City Council - 50110				
Salaries and Benefits	\$ 16	\$ -	\$ -	\$ -
Subtotal Elections	\$ 16	\$ -	\$ -	\$ -
Elections - 50120				
Salaries and Benefits	\$ 55,591	\$ 65,961	\$ 70,149	\$ 76,222
Maintenance and Operations	623	140,622	25,200	225,200
Subtotal Elections	\$ 56,214	\$ 206,583	\$ 95,349	\$ 301,422
City Council Meetings - 50410				
Salaries and Benefits	\$ 340,389	\$ 340,633	\$ 383,941	\$ 399,318
Maintenance and Operations	36,543	27,763	35,580	35,580
Subtotal City Council Meetings	\$ 376,932	\$ 368,396	\$ 419,521	\$ 434,898
Public Records - 50420				
Salaries and Benefits	\$ 324,534	\$ 323,447	\$ 405,618	\$ 395,622
Maintenance and Operations	19,997	33,976	43,157	43,157
Fixed Assets	-	1,009	2,000	2,000
Subtotal Public Records	\$ 344,531	\$ 358,433	\$ 450,775	\$ 440,779
Emergency Services - 51040				
Salaries and Benefits	\$ 37,750	\$ 11,112	\$ -	\$ -
Maintenance and Operations	2,195	864	-	-
Subtotal Emergency Services	\$ 39,945	\$ 11,976	\$ -	\$ -
Local Emergency Responses - 52100				
Salaries and Benefits	\$ 79	\$ 134	\$ -	\$ -
Subtotal Local Emergency Responses	\$ 79	\$ 134	\$ -	\$ -
HUMAN RESOURCES - 14100				
Recruitment and Selection - 50610				
Salaries and Benefits	\$ 859,672	\$ 901,625	\$ 1,021,784	\$ 1,382,146
Maintenance and Operations	557,836	377,319	611,739	636,739
Fixed Assets	676	-	2,000	2,000
Subtotal Recruitment and Selection	\$ 1,418,184	\$ 1,278,944	\$ 1,635,523	\$ 2,020,885
Employee Benefit Administration - 50630				
Salaries and Benefits	\$ 9,608	\$ -	\$ 80,000	\$ 80,000
Maintenance and Operations	9,719	9,942	9,400	9,400
Subtotal Employee Benefit Administration	\$ 19,327	\$ 9,942	\$ 89,400	\$ 89,400

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
HUMAN RESOURCES - 14100 (Continued)				
Post-Employment Benefits - 50650				
Salaries and Benefits	\$ 2,082,202	\$ -	\$ -	\$ -
Maintenance and Operations	900	-	-	-
Subtotal Post Employment Benefits	\$ 2,083,102	\$ -	\$ -	\$ -
Emergency Services - 51040				
Salaries and Benefits	\$ 87,867	\$ 109,632	\$ -	\$ -
Maintenance and Operations	122,345	192,900	-	-
Subtotal Emergency Services	\$ 210,212	\$ 302,532	\$ -	\$ -
RISK MANAGEMENT - 14400				
Risk Management Administration - 50661				
Salaries and Benefits	\$ 257,975	\$ 228,889	\$ 262,148	\$ 237,396
Maintenance and Operations	33,231	62,920	73,100	98,100
Subtotal Risk Management Administration	\$ 291,206	\$ 291,809	\$ 335,248	\$ 335,496
Liability - 50662				
Salaries and Benefits	\$ 105,502	\$ 112,528	\$ 118,299	\$ 132,053
Maintenance and Operations	1,339,902	3,826,120	1,985,915	1,985,915
Subtotal Liability	\$ 1,445,404	\$ 3,938,648	\$ 2,104,214	\$ 2,117,968
Workers' Compensation - 50663				
Salaries and Benefits	\$ 2,421,481	\$ 2,260,970	\$ 2,383,441	\$ 2,400,293
Maintenance and Operations	259,425	304,557	341,310	341,310
Subtotal Workers' Compensation	\$ 2,680,907	\$ 2,565,527	\$ 2,724,751	\$ 2,741,603
TOTAL CITY MANAGER'S OFFICE				
Salaries and Benefits	\$ 9,181,606	\$ 6,925,457	\$ 8,004,591	\$ 8,567,837
Maintenance and Operations	3,486,096	6,291,706	4,269,189	4,519,189
Fixed Assets	23,903	8,832	20,900	16,900
Total City Manager's Office	\$ 12,691,605	\$ 13,225,995	\$ 12,294,680	\$ 13,103,926

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
CITY MANAGER'S OFFICE BY ACCOUNT: ALL FUNDS				
Salaries and Benefits				
Regular Salaries - Non-Sworn	2,481,328	2,617,691	3,235,332	3,579,446
Regular Salaries - Part-Time	376,841	298,476	399,486	393,027
Overtime	99,400	63,202	41,100	41,100
Court	-	789	-	-
Accrual Payoff - Excess Max.	3,037	7,564	5,000	5,000
Vacation/Comp. Time Cash Out	34,178	28,259	48,300	48,300
Holiday Allowance	6,618	11,031	11,700	12,485
Separation Pay-Off	34,771	13,802	8,100	8,100
Other Compensation	24,617	27,129	27,106	101,572
Furloughs	-	109,533	-	-
Cafeteria Plan	460,920	441,986	637,393	746,364
Medicare	47,916	47,221	53,098	59,248
Retirement	1,456,374	1,147,368	1,211,222	1,245,647
Executive Prof Development	9,914	12,792	18,105	18,900
Auto Allowance	10,956	13,838	21,600	21,600
Unemployment	9,608	-	80,000	80,000
Workers' Compensation	2,296,633	2,084,776	2,207,049	2,207,049
City Contrib - Retiree Medical	1,828,496	-	-	-
Subtotal Salaries & Benefits	\$ 9,181,606	\$ 6,925,457	\$ 8,004,591	\$ 8,567,837
Maintenance and Operations				
Stationery and Office	\$ 26,341	\$ 26,081	\$ 33,900	\$ 45,900
Multi-Media, Promos, Subscript.	92,876	146,243	148,300	136,300
Small Tools and Equipment	6,307	9,444	10,300	10,300
Uniforms and Clothing	298	4,871	3,800	3,800
Safety and Health	3,838	3,257	4,000	29,000
Postage	1,790	1,803	-	-
Legal Advertising/Filing Fees	21,303	14,687	20,000	20,000
Advertising and Public Info.	12,636	12,540	14,300	14,300
Telephone/Radio/Communications	9,738	14,140	7,900	27,900
Business Meetings	11,090	3,650	9,880	9,880
Mileage Reimbursement	60	-	500	500
Dues and Memberships	5,974	63,821	9,304	11,464
Professional Development	27,224	28,992	79,596	102,436
Office Equipment	21,484	34,057	2,400	2,400
Other Equipment	-	12,305	14,400	14,400
Employment	16,915	93,710	26,000	26,000
Consulting	547,663	651,968	592,150	852,150
Legal	214,919	82,149	243,300	231,300
Medical and Health Inspection	68,757	92,335	101,900	101,900
Public Safety	87,580	68,503	103,600	95,600
Sanitation	180	330	400	400

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
CITY MANAGER'S OFFICE BY ACCOUNT: ALL FUNDS				
Maintenance and Operations (Continued)				
External Rent	40,087	38,908	58,900	58,900
Grants, Loans and Subsidies	500	-	20,000	20,000
Internal Rent Central Services	16,008	11,906	13,429	13,429
Internal Rent Postage	5,572	22,199	7,138	7,138
Internal Rent - Maintenance	600	600	600	600
Internal Rent - Repl Cost	3,900	3,900	3,900	3,900
Internal Rent - Fuel	1,000	1,000	1,000	1,000
Internal Rent Genl Liability	774,815	717,330	717,330	717,330
Internal Rent Workers' Comp	13,288	19,301	19,301	19,301
Internal Rent Unemployment	6,441	6,186	6,186	6,186
General Liability	1,041,280	1,178,015	1,625,875	1,625,875
Special Liability	-	-	9,400	9,400
Buildings & Personal Property	-	92,326	225,200	165,200
Taxes and Assessments	75,394	118,944	85,000	85,000
Contingency	203,265	2,453,611	50,000	50,000
Emergency Protective Measure	126,972	262,594	-	-
Subtotal Maintenance & Operations	\$ 3,486,096	\$ 6,291,706	\$ 4,269,189	\$ 4,519,189
Fixed Assets				
Office Furniture	\$ 8,085	\$ 3,234	\$ 4,000	\$ -
Other Equipment	15,818	5,598	16,900	16,900
Subtotal Fixed Assets	\$ 23,903	\$ 8,832	\$ 20,900	\$ 16,900
Total City Manager's Office	\$ 12,691,605	\$ 13,225,995	\$ 12,294,680	\$ 13,103,926

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
CITY MANAGER BY ACCOUNT: GENERAL FUND ONLY				
Salaries and Benefits				
Regular Salaries - Non-Sworn	\$ 1,980,219	\$ 2,235,714	\$ 3,042,504	\$ 3,365,453
Regular Salaries - Part-Time	359,032	281,270	399,486	393,027
Overtime	62,006	48,209	41,100	41,100
Accrual Payoff - Excess Max.	2,742	7,564	5,000	5,000
Vacation/Comp. Time Cash Out	32,340	25,876	48,300	48,300
Holiday Allowance	6,255	10,666	11,700	11,765
Separation Pay-Off	33,065	13,802	8,100	8,100
Other Compensation	21,500	26,996	26,948	97,182
Cafeteria Plan	376,102	382,858	603,357	710,545
Medicare	39,401	40,861	50,300	56,071
Retirement	1,220,482	1,061,123	1,146,731	1,178,849
Executive Prof Development	9,656	12,635	17,725	18,500
Auto Allowance	10,956	13,838	21,600	21,600
City Contrib - Retiree Medical	1,828,496	-	-	-
Subtotal Salaries & Benefits	\$ 5,982,251	\$ 4,161,412	\$ 5,422,851	\$ 5,955,491
Maintenance and Operations				
Stationery and Office	\$ 26,341	\$ 26,081	\$ 33,900	\$ 45,900
Multi-Media, Promos, Subscript.	92,876	146,243	148,300	136,300
Small Tools and Equipment	6,307	9,444	10,300	10,300
Uniforms and Clothing	298	4,871	3,800	3,800
Safety and Health	3,838	3,257	4,000	29,000
Postage	1,790	1,803	-	-
Legal Advertising/Filing Fees	21,303	14,687	20,000	20,000
Advertising and Public Info.	12,636	12,540	14,300	14,300
Telephone/Radio/Communications	9,738	14,140	7,900	27,900
Business Meetings	11,090	3,650	9,880	9,880
Mileage Reimbursement	60	-	500	500
Dues and Memberships	5,974	63,821	9,304	11,464
Professional Development	27,224	28,992	79,596	102,436
Office Equipment	21,484	34,057	2,400	2,400
Other Equipment	-	12,305	14,400	14,400
Employment	16,915	93,710	26,000	26,000
Consulting	268,274	364,188	260,400	460,400
Legal	214,919	82,149	243,300	231,300
Medical and Health Inspection	68,757	92,335	101,900	101,900
Public Safety	87,580	68,503	103,600	95,600
Sanitation	180	330	400	400
External Rent	40,087	38,908	58,900	58,900
Grants, Loans and Subsidies	500	-	20,000	20,000
Internal Rent Central Services	16,008	11,906	13,429	13,429

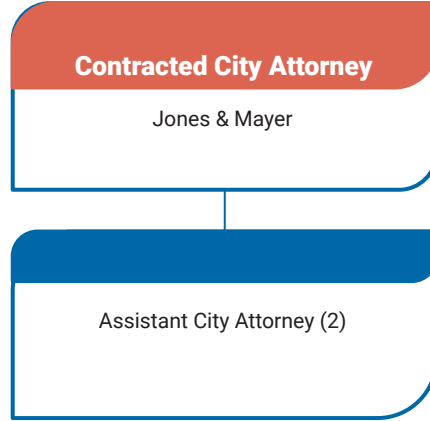
From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
CITY MANAGER BY ACCOUNT: GENERAL FUND ONLY				
Maintenance and Operations (Continued)				
Internal Rent Postage	5,572	22,199	7,138	7,138
Internal Rent - Maintenance	600	600	600	600
Internal Rent - Repl Cost	3,900	3,900	3,900	3,900
Internal Rent - Fuel	1,000	1,000	1,000	1,000
Internal Rent Genl Liability	774,815	717,330	717,330	717,330
Internal Rent Workers' Comp	13,288	19,301	19,301	19,301
Internal Rent Unemployment	6,441	6,186	6,186	6,186
Subtotal Maintenance & Operations	\$ 1,759,797	\$ 1,898,436	\$ 1,941,964	\$ 2,191,964
Fixed Assets				
Office Furniture	\$ 8,085	\$ 3,234	\$ 4,000	\$ -
Other Equipment	15,818	5,598	16,900	16,900
Subtotal Fixed Assets	\$ 23,903	\$ 8,832	\$ 20,900	\$ 16,900
Total City Manager's Office	\$ 7,765,950	\$ 6,068,680	\$ 7,385,715	\$ 8,164,355



**City Attorney's
Office**

City Attorney



The City Attorney's Office is classified as a General Government Support function. The City Attorney is a contracted service with the legal firm of Jones & Mayer.

City Attorney – 12100

Legal Services – 50320

Provides legal counsel and advice during official meetings and study sessions of the City Council and various commissions; serves as a legal advisor to City staff; prepares and reviews City ordinances, resolutions, contracts and legal documents; represents the City in civil and criminal litigations; oversees the work of outside private counsel when hired to assist in litigation; and coordinates/reviews claims filed against or for the City with Risk Management. Legal costs associated with litigation are included in the Non-Departmental budget rather than the City Attorney's Office budget.

Budget Narrative

The Fiscal Year 2022-23 budget for the City Attorney's Office is \$1,000,000, and is consistent with the adopted budget for Fiscal Year 2021-22. The proposed budget is based on city-wide projected legal costs.

Expense by Fund	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
CITY ATTORNEY'S OFFICE BY FUNDING SOURCE				
General Fund - 101	\$ 1,102,741	\$ 968,029	\$ 1,000,000	\$ 1,000,000
Disaster Fund - 150	380,010	52,539	-	-
Total City Attorney's Office	\$ 1,482,750	\$ 1,020,568	\$ 1,000,000	\$ 1,000,000

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
CITY ATTORNEY'S OFFICE BY PROGRAM				
ADMINISTRATION - 12100				
General Legal Services - 50320				
Maintenance and Operations	\$ 1,102,741	\$ 968,029	\$ 1,000,000	\$ 1,000,000
Subtotal General Legal Services	\$ 1,102,741	\$ 968,029	\$ 1,000,000	\$ 1,000,000
Emergency Services - 51040				
Maintenance and Operations	\$ 378,440	\$ 52,453	\$ -	\$ -
Subtotal Emergency Services	\$ 378,440	\$ 52,453	\$ -	\$ -
Local Emergency Responses - 52100				
Maintenance and Operations	\$ 1,570	\$ 86	\$ -	\$ -
Subtotal Local Emergency Responses	\$ 1,570	\$ 86	\$ -	\$ -
TOTAL CITY ATTORNEY'S OFFICE				
Maintenance and Operations	\$ 1,482,750	\$ 1,020,568	\$ 1,000,000	\$ 1,000,000
Total City Attorney's Office	\$ 1,482,750	\$ 1,020,568	\$ 1,000,000	\$ 1,000,000

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
CITY ATTORNEY'S OFFICE BY ACCOUNT: ALL FUNDS				
Maintenance and Operations				
Legal	\$ 1,102,741	\$ 968,029	\$ 1,000,000	\$ 1,000,000
Emergency Protective Measure	380,010	52,539	-	-
Subtotal Maintenance & Operations	\$ 1,482,750	\$ 1,020,568	\$ 1,000,000	\$ 1,000,000
Total City Attorney's Office	\$ 1,482,750	\$ 1,020,568	\$ 1,000,000	\$ 1,000,000

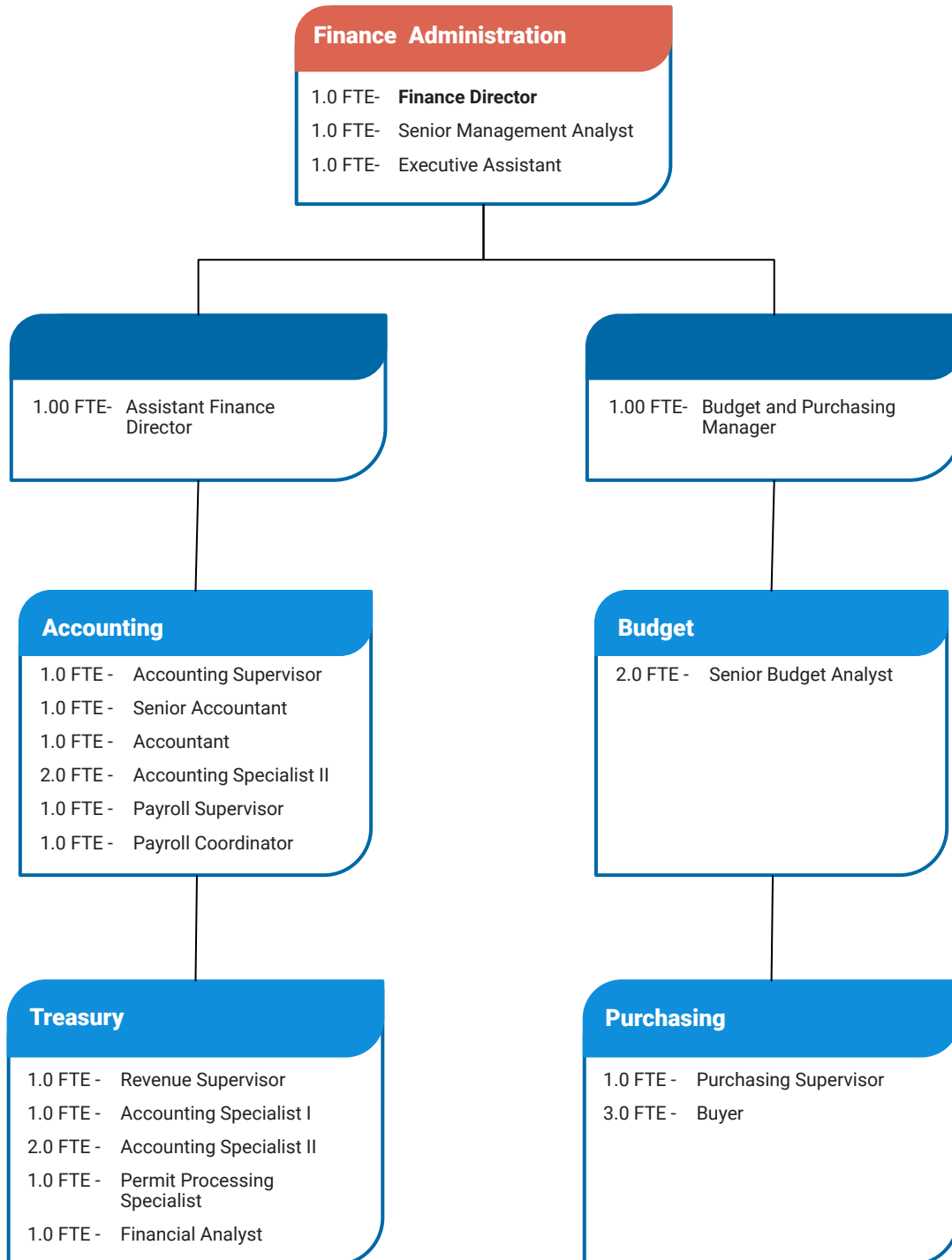
From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
CITY ATTORNEY'S OFFICE BY ACCOUNT: GENERAL FUND ONLY				
Maintenance and Operations				
Legal	\$ 1,102,741	\$ 968,029	\$ 1,000,000	\$ 1,000,000
Subtotal Maintenance & Operations	\$ 1,102,741	\$ 968,029	\$ 1,000,000	\$ 1,000,000
Total City Attorney's Office	\$ 1,102,741	\$ 968,029	\$ 1,000,000	\$ 1,000,000



**Finance
Department**

Finance Department



The Finance Department is a General Government Support function. The Department has 23 full-time staff members composed of three management, four supervisors, 14 professional staff, and one clerical position. The department is comprised of two divisions as follows:

- Finance Administration
- Financial Operations

Finance Administration – 13100

Administration – 50001

Provides the Department's overall administrative direction and policy implementation; advises the City Manager, City Council, Finance and Pension Advisory Committee, and the Deferred Compensation Committee; and provides the overall coordination of the Department, including budgeting, accounting, payroll, purchasing, and treasury functions.

Financial Operations – 13200

Financial Services – 50500

Provides financial, accounting, payroll, treasury, procurement and budgetary services for all departments of the City. The Division is responsible for government-wide financial analysis, fund financial analysis, cash management, investments, capital assets, debt administration, and financial reporting. The Division is also responsible for monitoring the City's investment portfolio; procures services, supplies, and equipment for City departments; prepares and administers the City's annual budget; provides accounting and budgeting for the Successor Agency, the Housing Authority, the Public Financing Authority, the Financing Authority, and the Costa Mesa Foundation; maintains effective internal control policies and procedures to safeguard the City's assets and manage its resources; and conducts fiscal analysis during labor negotiations.

Fiscal Year 2021-2022 Accomplishments








- Successfully presented and achieved Standard & Poor's reaffirmed rating of AA+ for the City's 2017 Lyons Park Lease Revenue Bonds.
- Successfully implemented staggered schedules during peak COVID outbreaks to ensure continued customer services and maintain safety protocols for both City staff and the public.
- Implemented cross-training procedures throughout the Department to ensure continue customer service.
- Implemented WaitWhileApp to implement the Citywide appointment system, thereby resulting in less than a five minute wait time to process payments, and ensure safety protocols are kept.
- Incorporated Measure Q fees and updated Measure X Fees to ensure cost recovery.
- Successfully filled the Accounting Specialist II position for the tracking and processing of both cannabis measures, X and Q.
- Continue to be an integral City partner in the upcoming implementation of the Land Management System for the Treasury Division.
- Prepared the required cost recovery analysis for the Measure Q Cannabis related fees, and prepared for City Council review and approval.
- Implemented teleworking schedules for City staff, including rotating shifts.
- Installed COVID-safe protocols in accordance with safety guidelines.
- Prepaid the City's CalPERS Unfunded Liability saving the City \$850,000.
- Prepared the June 30, 2021 ACFR, Single Audit Report, Public Financing Authority Financial Statements, Financing Authority Financial Statements, Housing Authority Financial Statements, Housing Successor Annual Report, Cities Financial Transactions Report to the State Controller's Office and the Development Impact Fees Annual Report.
- Received the prestigious Budgeting and Financial Reporting Awards from GFOA and CSMFO.
- Successfully submitted a balanced FY 2021-22 budget to the City Council utilizing ARPA Funds eligible under the revenue recovery category to ensure the City's reserves are kept intact.
- Continued to manage fiscal impacts from COVID, properly document related expenditures for reimbursements from FEMA, Orange County and associated reporting.
- Implemented all labor MOU agreements and update the CalPERS reporting system to ensure all prior year adjustments are appropriately accounted for.
- Continue to track the Section 115 Trust for pension.
- Completed financing of a new fire engine truck for the Fire and Rescue Department.
- Completed financing of a new mobile command unit for the Police Department.
- Provided citywide training of new PlanetBids procurement management system to provide City staff flexibility and efficiency to improve the City's transparency and competitiveness while also ensuring efficiencies to both the vendors and City staff.
- Initiated Electronic Accounts Payable and invoicing processes to allow for electronic signature and efficient workflow.
- Continued to diligently review eligible COVID related Purchase Orders quickly to assists in citywide COVID-19 response and cost recovery.
- Continued to provide financial support and analysis to Finance and Pension Advisory Committee.
- Strategized an ongoing revenue stream for the Equipment Replacement Fund that replaces and maintains over 350 fleet.
- Participated in data gathering workshops and developed expectations in the finalization of the bid specifications for the Finance ERP procurement.
- Continued updating the City's purchasing policies.
- Coordinated with legislative staff to identify external restricted revenue sources.
- Continue to enhance the departmental digital record keeping, and evaluate paperless processes and procedures.
- Continued litigation and legal expenditure tracking and published monthly report to community.
- Successfully reported and received over \$100,000 from FEMA for costs related to the pandemic.

Fiscal Year 2022-2023 Goals

- As an internal General Government Support department, improve customer service to internal departments and increase interdepartmental collaboration.
- Continue improving the City's financial transparency by publishing monthly financial data on the City website and regular communication to the City Council and community.
- Purchasing will continue to implement and revise outdated processes and regulations to improve processing efficiencies.
- Initiate audits of the cannabis business tax.
- Account for the City's fiscal activities in an accurate and timely manner within Generally Accepted Accounting Principles (GAAP) and other legal requirements.
- Safeguard the City's assets and invest available cash in accordance with the City's adopted investment policy.
- Issue Request for Proposals (RFP) and procure for an Enterprise Resource Planning (ERP) system.
- Continue updating financial policies manual.
- Continue to manage fiscal impacts in connection with COVID and related cost recovery efforts.
- Continue to provide quarterly financial reports for City Council and FIPAC review.
- Continue to review Federal and State financial opportunities, such as the American Rescue Plan and FEMA to maximize the City's financial recoveries resulting from the pandemic.

Goals and Objectives

The goals and objectives of the Finance Department were developed in alignment with the City Councils priorities.

	 Quality Recruitment	 Fiscally Sustainable	 Safe Community	 Environmental Sustainability	 Housing Commitments
GOALS AND OBJECTIVES					
1 Procure and identify new ERP financial software solutions to improve reporting efficiencies		✓			
2 Continue to evaluate and implement multi-year strategic funding options of the Self Insurance Fund		✓			
3 Identify options for reducing the net pension liability and net OPEB liability		✓			
4 Monitor Measure Q tax rate and fees, and prepare fiscal procedures to track and audit revenues received		✓			
5 Provide strategic options to best utilize the Federally approved American Rescue Plan allocations, and prepare required reports		✓			
6 Continue to provide quarterly financial reports to the City Council and FiPAC		✓			
7 Continue to track, procure and report expenses, and revenue loss related to the COVID-19 pandemic		✓			
8 Continue to work with FEMA to maximize cost recovery dollars for COVID-related expenditures.		✓			

Performance Measures/Workload Indicators:

	FY 20-21 Actual	FY 21-22 Adopted	FY 22-23 Proposed
Number of Accounts Receivable Invoices	1,780	2,500	1,800
Number of audit adjustments (Auditor Recommended)	-	-	-
Number of budget adjustments processed	63	15	15
Number of budget transfers	313	150	150
Number of business license renewal notices sent	10,317	11,000	11,000
Number of business licenses issued or renewed	11,064	12,000	12,000
Number of cash register transactions processed	9,741	12,000	10,000
Number of contracts issued	375	350	350
Number of form 1099s issued	200	200	200
Number of form W-2s issued	779	830	830
Number of journal entries prepared	-	950	950
Number of payroll issued	16,000	17,000	17,000
Number of purchase orders issued	1,131	1,700	1,700
Number of Vendor Payments issued	7,500	8,700	8,700
Years received GFOA Distinguished Budget Award	20	21	22
Years received the ACFR Award	23	24	25

Budget Narrative

The Fiscal Year 2022-23 budget for the Finance Department is an increase of \$483,493, or 10.2 percent compared to the adopted budget for Fiscal Year 2021-22. The increase includes restoration of salary increases and an operating increase includes \$50,000 to contract with HDL to provide consulting and auditing for Council Approved Cannabis, that is partially funded by Measure Q.

Expense by Fund	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
FINANCE DEPARTMENT BY FUNDING SOURCE				
General Fund - 101	\$ 3,252,384	\$ 3,578,756	\$ 4,750,218	\$ 5,233,711
Disaster Fund - 150	119,793	86,452	-	-
American Rescue Plan Fund - 204	-	76,822	-	-
Total Finance Department	\$ 3,372,177	\$ 3,742,031	\$ 4,750,218	\$ 5,233,711
FINANCE DEPARTMENT BY PROGRAM				
ADMINISTRATION - 13100				
Finance Administration - 50001				
Salaries and Benefits	\$ 742,403	\$ 827,446	\$ 955,088	\$ 1,119,774
Maintenance and Operations	168,162	126,365	423,460	423,460
Fixed Assets	3,381	2,807	7,900	7,900
Subtotal Finance Administration	\$ 913,947	\$ 956,617	\$ 1,386,448	\$ 1,551,134
Emergency Services - 51040				
Salaries and Benefits	\$ 86,055	\$ 31,256	\$ -	\$ -
Maintenance and Operations	32,271	54,802	-	-
Subtotal Emergency Services	\$ 118,326	\$ 86,058	\$ -	\$ -
Local Emergency Responses - 52100				
Salaries and Benefits	\$ 1,467	\$ 394	\$ -	\$ -
Subtotal Local Emergency Responses	\$ 1,467	\$ 394	\$ -	\$ -
FINANCIAL OPERATIONS - 13200				
Financial Services - 50500⁽¹⁾⁽²⁾				
Salaries and Benefits	\$ 1,703,605	\$ 1,851,840	\$ 2,487,400	\$ 2,806,207
Maintenance and Operations	628,170	799,459	846,970	846,970
Fixed Assets	6,615	47,662	29,400	29,400
Subtotal Financial Services	\$ 2,338,389	\$ 2,698,961	\$ 3,363,770	\$ 3,682,577

Expense by Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
TOTAL FINANCE DEPARTMENT				
Salaries and Benefits	\$ 2,533,530	\$ 2,710,936	\$ 3,442,488	\$ 3,925,981
Maintenance and Operations	828,651	980,626	1,270,430	1,270,430
Fixed Assets	9,996	50,469	37,300	37,300
Total Finance Department	\$ 3,372,177	\$ 3,742,031	\$ 4,750,218	\$ 5,233,711

(1) As of Fiscal Year 2020-21, Financial Services consists of Accounting, Treasury, Budget and Purchasing.

(2) As of Fiscal Year 2020-21, Warehouse operations were transferred from the Finance Department to the Public Works Department.

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
FINANCE DEPARTMENT BY ACCOUNT: ALL FUNDS				
Salaries and Benefits				
Regular Salaries - Non-Sworn	\$ 1,498,565	\$ 1,491,350	\$ 2,128,858	\$ 2,432,755
Regular Salaries - Part-Time	11,945	67,236	-	-
Overtime	53,540	53,400	26,500	26,500
Accrual Payoff - Excess Max.	-	-	3,200	3,200
Vacation/Comp. Time Cash Out	28,043	18,561	20,600	20,600
Holiday Allowance	7,144	7,515	5,000	5,088
Separation Pay-Off	22,682	13,329	9,080	9,080
Other Compensation	12,365	12,769	12,420	28,017
Furloughs	-	62,721	-	-
Cafeteria Plan	302,888	276,386	413,480	475,291
Medicare	26,053	25,734	31,050	35,541
Retirement	560,546	670,278	778,890	876,209
Executive Prof Development	4,870	4,815	6,510	6,800
Auto Allowance	4,891	6,843	6,900	6,900
Subtotal Salaries & Benefits	\$ 2,533,530	\$ 2,710,936	\$ 3,442,488	\$ 3,925,981
Maintenance and Operations				
Stationery and Office	\$ 13,655	\$ 13,741	\$ 14,300	\$ 14,300
Multi-Media, Promos, Subscript.	6,074	7,303	1,300	1,300
Small Tools and Equipment	-	2,200	-	-
Safety and Health	344	397	400	400
Postage	6	-	-	-
Legal Advertising/Filing Fees	1,733	316	6,000	6,000
Telephone/Radio/Communications	425	353	400	400
Business Meetings	946	712	-	-
Mileage Reimbursement	241	-	200	200
Dues and Memberships	1,710	2,463	2,000	2,000
Professional Development	6,005	3,965	14,660	14,660
Office Equipment	2,419	4,523	3,700	3,700
Employment	240,340	427,014	-	-
Consulting	58,396	32,756	277,500	277,500
Legal	22	1,248	10,000	10,000
Financial & Information Svcs.	371,445	341,020	838,750	838,750
Sanitation	350	385	800	800
External Rent	1,042	2,016	-	-
Internal Rent Central Services	9,052	8,704	20,000	20,000
Internal Rent Postage	19,958	16,749	20,460	20,460
Internal Rent Genl Liability	28,073	25,990	25,990	25,990
Internal Rent Workers' Comp	31,191	31,191	31,190	31,190
Internal Rent Unemployment	2,922	2,778	2,780	2,780
Other Costs	33	-	-	-
Emergency Protective Measure	32,271	54,802	-	-
Subtotal Maintenance & Operations	\$ 828,651	\$ 980,626	\$ 1,270,430	\$ 1,270,430

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
FINANCE DEPARTMENT BY ACCOUNT: ALL FUNDS				
Fixed Assets				
Office Furniture	\$ 1,279	\$ 2,799	\$ 2,900	\$ 2,900
Other Equipment	8,717	47,670	34,400	34,400
Subtotal Fixed Assets	\$ 9,996	\$ 50,469	\$ 37,300	\$ 37,300
Total Finance Department	\$ 3,372,177	\$ 3,742,031	\$ 4,750,218	\$ 5,233,711

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
FINANCE DEPARTMENT BY ACCOUNT: GENERAL FUND ONLY				
Salaries and Benefits				
Regular Salaries - Non-Sworn	\$ 1,433,433	\$ 1,458,968	\$ 2,128,858	\$ 2,432,755
Regular Salaries - Part-Time	10,167	61,133	-	-
Overtime	46,419	51,240	26,500	26,500
Accrual Payoff - Excess Max.	-	-	3,200	3,200
Vacation/Comp. Time Cash Out	28,043	18,561	20,600	20,600
Holiday Allowance	7,144	7,515	5,000	5,088
Separation Pay-Off	22,682	13,329	9,080	9,080
Other Compensation	12,365	12,769	12,420	28,017
Cafeteria Plan	293,236	273,292	413,480	475,291
Medicare	25,105	25,262	31,050	35,541
Retirement	557,653	668,737	778,890	876,209
Executive Prof Development	4,870	4,815	6,510	6,800
Auto Allowance	4,891	6,843	6,900	6,900
Subtotal Salaries & Benefits	\$ 2,446,008	\$ 2,602,464	\$ 3,442,488	\$ 3,925,981
Maintenance and Operations				
Stationery and Office	\$ 13,655	\$ 13,741	\$ 14,300	\$ 14,300
Multi-Media, Promos, Subscript.	6,074	7,303	1,300	1,300
Small Tools and Equipment	-	2,200	-	-
Safety and Health	344	397	400	400
Postage	6	-	-	-
Legal Advertising/Filing Fees	1,733	316	6,000	6,000
Telephone/Radio/Communications	425	353	400	400
Business Meetings	946	712	-	-
Mileage Reimbursement	241	-	200	200
Dues and Memberships	1,710	2,463	2,000	2,000
Professional Development	6,005	3,965	14,660	14,660
Office Equipment	2,419	4,523	3,700	3,700
Employment	240,340	427,014	-	-
Consulting	58,396	32,756	277,500	277,500
Legal	22	1,248	10,000	10,000
Financial & Information Svcs.	371,445	341,020	838,750	838,750
Sanitation	350	385	800	800
External Rent	1,042	2,016	-	-
Internal Rent Central Services	9,052	8,704	20,000	20,000
Internal Rent Postage	19,958	16,749	20,460	20,460
Internal Rent Genl Liability	28,073	25,990	25,990	25,990
Internal Rent Workers' Comp	31,191	31,191	31,190	31,190
Internal Rent Unemployment	2,922	2,778	2,780	2,780
Other Costs	33	-	-	-
Subtotal Maintenance & Operations	\$ 796,380	\$ 925,824	\$ 1,270,430	\$ 1,270,430

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

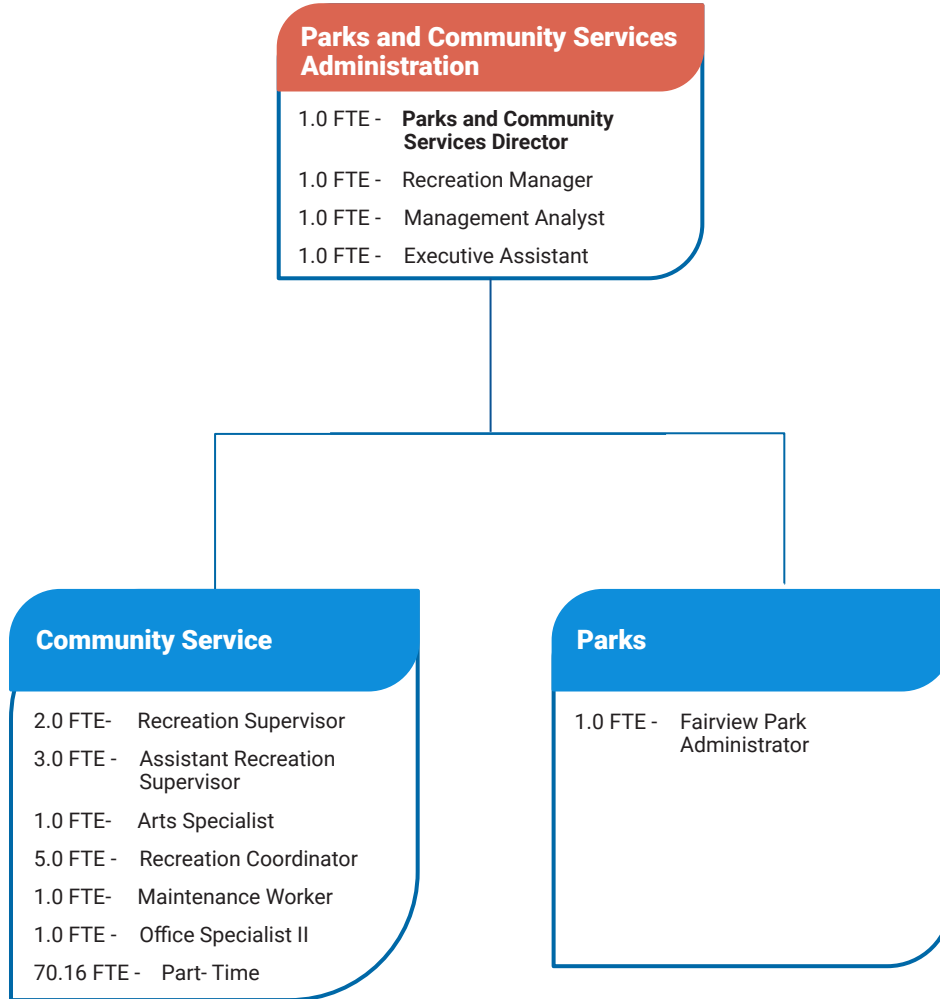
Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
FINANCE DEPARTMENT BY ACCOUNT: GENERAL FUND ONLY				
Fixed Assets				
Office Furniture	\$ 1,279	\$ 2,799	\$ 2,900	\$ 2,900
Other Equipment	8,717	47,670	34,400	34,400
Subtotal Fixed Assets	\$ 9,996	\$ 50,469	\$ 37,300	\$ 37,300
Total Finance Department	\$ 3,252,384	\$ 3,578,756	\$ 4,750,218	\$ 5,233,711





**Parks and Community
Services Department**

Parks and Community Services Department



The Parks and Community Services Department provides the citizens of Costa Mesa with a variety of high-quality recreation facilities, programs, and services. These facilities include the Balearic Community Center, the Downtown Aquatic and Recreation Centers, the Norma Hertzog Community Center, the Costa Mesa Senior Center, and the Jack Hammett Sports Complex. The Department allocates and monitors athletic field use and oversees public usage of park facilities and is also responsible for the management and maintenance of Fairview Park. In terms of programs, the Department provides a large offering of youth, teen, and adult recreation programs and classes, as well as Citywide special events. The Department also manages the operating agreements for the Balearic Community Center, the Costa Mesa Country Club, and the Costa Mesa Tennis Center, and oversees long-term use agreements with the Boys and Girls Club of Orange County, the Childs-Pace program, the Historical Society, and the Orange County Model Engineers. Other responsibilities include overseeing City contracted animal shelter and pet adoption locations.

The department is budgeted for 18 full-time and 70.16 part-time staff members.

Parks and Community Services – 14300

Fairview Park – 20115

Fairview Park is the City's largest park, hosting 195 acres of open space natural area and 13 acres of manicured landscape for a total of 208 acres. Within the 195 acres of open space, there are two Native American Nationally Registered Historic Sites and five different habitat ecosystems that are home to many rare and endangered plant and animal species. The park acts as a regional gateway to the Santa Ana River Trail and adjacent Tanager Park, offering residents multiple active and passive recreational opportunities including picnicking and wildlife viewing, along with miles of trails for walking, bicycling, and public enjoyment of nature. The Department also partners with non-profit organizations for the operation of a miniature railroad and a flying field for model gliders.

Downtown Recreation Center (DRC) – 40121

The Downtown Recreation Center (DRC), located at 1860 Anaheim Avenue, includes a gymnasium, a gymnastics room, a 25-yard outdoor pool, two multi-purpose rooms, and a kitchen. The facility provides a variety of programs both free and fee-based, including open play basketball and futsal for youth, a free seasonal youth basketball league, and free drop-in Pickleball for seniors. The fee-based programs include drop-in basketball and volleyball and recreational adult basketball leagues. The gym is also available for rentals and has been used for karate tournaments and volleyball clinics. The gymnasium also hosts multiple special events for the Teen Center including a movie night and various sports activities. The gymnastics room is currently designated for youth gymnastics contract classes.

The DRC kitchen, office, and one of the multi-purpose rooms are designated for the Childs-Pace Inc. program, a government subsidized program for low-income families. The second multi-purpose room is suitable for meetings and moderately sized contract classes including guitar lessons, CPR classes, dance and aerobics. During the school year, a free Teen Center is offered to teens (grades 7-12). During the summer, a free nine-week summer program is offered for children (grades 1-6).

Balearic Community Center (BCC) – 40122

The Balearic Community Center, located at 1975 Balearic Dr., provides office space for program staff and includes two rental rooms available for meetings and receptions. These rooms are utilized for the Summer R.O.C.K.S Program, Holiday and Summer Day Camps, and the City's Early Childhood Program, known as LEAP. Adjacent to the community center is a fenced playground with play equipment, a sandlot park playground, multiple basketball courts, and a large athletic field, the use of which is permitted by the City.

Norma Hertzog Community Center – 40123

The Norma Hertzog Community Center (NHCC) is located at 1845 Park Avenue. This newly renovated facility offers a contemporary, community meeting space that can be set up in classroom or banquet style and features a kitchen and a beautiful outdoor patio. Community groups, local businesses, non-profit organizations, schools, colleges, and private parties can rent the NHCC for community events, educational meetings and classes, weddings, quinceañeras, anniversaries, and contract classes.

Aquatics – 40212

The Downtown Aquatic Center, located at 1860 Anaheim Avenue, provides year-round aquatics programming for both youth and adults. Programs include adult and youth swim instruction for beginner to advanced swimmers, aqua aerobics, summer youth aquatics camp, junior lifeguard preparation classes, and a swim instructor aid program for advanced youth swimmers. The aquatics program offers seasonal family open swim as well as year-round drop-in and adult lap swimming and provides American Red Cross Certified First Aid, Cardio-pulmonary Resuscitation (CPR), Automated External Defibrillator (AED), Lifeguard training, and state-mandated Title 22 training for aquatic staff as well as basic first aid, CPR, and AED training to recreation staff.

Tennis – 40213

The Costa Mesa Tennis Center, located at TeWinkle Park, 880 Junipero Drive, is currently leased to a private operator. The Center features 12 lighted courts that are open seven days a week, and a pro shop with professional tennis staff to assist the public. Programs include lessons, tournaments, leagues and open play for the entire community.

Adult Sports Basketball and Volleyball – 40214

The Department offers year-round adult recreational basketball leagues, weekly open gym volleyball and drop-in sessions, and fee-based basketball play in the Downtown Recreation Center gymnasium.

Adults Sports Softball – 40215

The Department administers a contract with Major League Softball for the operation of an adult softball league. The league operates Sunday through Friday year-round for adult men, women, and co-ed teams at the TeWinkle Park Athletic Complex.

Field/Ambassadors – 40216

The Department coordinates all athletic field reservations for both City and Newport Mesa Unified School District (NMUSD) athletic fields in accordance with the Joint Use Agreement. Fields are used by the City and community organizations for soccer, tackle and flag football, rugby, baseball, softball, and other field sports. Field ambassadors monitor field use, regulate the use of lights (both portable and permanent), and open/close the fields. Field ambassadors regularly audit field users to confirm local residency within each organization, as well as assist in resolving field disputes in accordance with the Field Use and Allocation Policy.

Ambassadors also assist the Police Department and Park Rangers in monitoring parks and facilities, including all Lion's Park facilities and Fairview Park, to ensure that park visitors are not trespassing in protected and closed areas. Other ambassador duties include assistance at a variety of department special events that take place throughout the year.

Youth Sports – 40218

The Department hosts a variety of youth sports activities, including basketball, cheerleading, volleyball, running, and general fitness. The basketball and cheerleading programs include practices and eight (8) weeks of league play and cheering from January to March. The volleyball program provides a clinic, practices, and two (2) months of league play in the fall and spring seasons. The running program provides practices at local parks for eight (8) weeks to prepare for a 5K run that concludes the program. The general fitness program provides nutritional and physical activities once a week for the R.O.C.K.S Afterschool Program and R.O.C.K.S Summer Program.

Senior Center – 40231

The Costa Mesa Senior Center, located at 695 W. 19th Street, provides programming for Costa Mesa seniors ages 50+ to gather and participate in social, recreational, and personal enrichment programs. Hours of operation are Monday through Friday, 8:00 AM – 3:00 PM. The Senior Center coordinates a host of programs including the Senior Mobility Program (SMP), Medical Transportation Program (MTP), Social Services Program, and Meals on Wheels Orange County, all of which are funded by City, local, state, and/or federal funds, and private donations. Additional programs include, but are not limited to, senior travel, local community trips, Fitness for Life classes, health & wellness presentations and screenings, and many other special events programs.

Camp Costa Mesa - Day Camp – 40232

Camp Costa Mesa is a nine-week, summer Day Camp program held at Estancia Park. This camp is designed for children entering grades 1-6. There are also 1-2 week camps during Winter Recess, Presidents' Week, and Spring Break, all held at the Balearic Community Center. In addition to these camps, the Department offers one-day camps at Balearic Community Center during the school year that coincide with NMUSD staff development/conference closures. Camp Costa Mesa Day Camps may include on-site entertainment, games, sports, arts and crafts, drama, songs, skits, educational/historical classes, character-building activities, and excursions that emphasize an active and healthy lifestyle.

Playground Program (R.O.C.K.S) – 40233

The Recreation On Campus for Kids (R.O.C.K.S) program provides a fee-based afterschool program for children in grades K-6 at eleven (11) NMUSD elementary schools throughout the school year. The program includes free summer activities for children entering grades 1-6 for nine weeks at three (3) locations, with an additional week at one (1) location. This program focuses on four areas: education, fitness, recreation, and enrichment in a structured environment. The program also provides staff for a free afterschool program at the Orange County Fair Grounds Centennial Farm, known as the "Ranch Program," for children interested in learning about gardening and farm animals.

Teen Programs – 40236

The Department's Teen Programs provide free after-school activities for teens in grades 7-12 at three (3) locations: Costa Mesa High School, TeWinkle Middle School, and the Downtown Recreation Center. This program offers games, sports, arts and crafts, and special teen events throughout the year, including but not limited to a Back-to-School Pool Party, Holiday Movie Night, a Themed Dance, and a Dodgeball Tournament. Teen Summer Camp is a nine-week, fee-based summer camp that offers games, sports, arts and crafts, and excursions that emphasize an active and healthy lifestyle. Teen Summer Camp is a fee-based, eight (8) week summer camp that offers games, sports, arts and crafts, and weekly excursions.

Early Childhood (LEAP) Program – 40241

The Department's fee-based Early Childhood Program for children ages 3-5 years encourages a positive, social learning experience through the implementation of recreation activities that include directed play, games, arts and crafts, and music. This program is designed to prepare children for entrance into kindergarten. The program is known as LEAP - Learn, Explore, And Play. There is a special summer camp component, Camp Mini Explorers, which allows participants to continue growing during the summer months.

Adult and Youth Instructional Classes – 40242 & 40243

The Department offers fee-based classes that provide quarterly recreational, social, enrichment, arts, adaptive, and sports activities for adults and youth at City facilities, parks, and local business establishments.

Special Recreation Events – 40244

The Department hosts a variety of Special Events throughout the year, often with partners in the community. These events include the Scarecrow Festival, Concerts in the Park, Movies in the Park, a Springtime Event, and Snoopy House. These events provide family-friendly fun and recreational opportunities for all Costa Mesa residents. In addition, the Department assists with the Lions Club Fish Fry Event, as well as other privately hosted community events.

Mobile Recreation – 40245

The Department hosts a Mobile Recreation Program that provides enrichment opportunities through both structured and unstructured recreational and educational activities in the community that have insufficient access to, or financial constraints to, City programs and/or parks. The Mobile Recreation Program consists of a van-sized vehicle full of athletic equipment, art supplies, games, puzzles, books, music, tables, chairs and healthy snacks. This program also serves as an entertainment and marketing venue at City special events.

Bark Park – 40248

The Bark Park provides a social, off-leash, open-play environment for dog owners and their dog(s). There are separate areas for small and large dogs. The Bark Park Program includes staffing for maintenance, dog-related special events, classes, workshops, and partnerships with community organizations.

Community Gardens – 40249

The Department has two Community Gardens that provide gardening opportunities to Costa Mesa residents. The two gardens are the Del Mar Community Garden, located at 170 Del Mar Street, which has more than 50 plots and the Hamilton Community Garden, located at 523 Hamilton Street, which has 42 plots. Each garden plot is leased annually for the purpose of growing vegetables, flowers, fruits and plants. These gardens are typically booked year-round, with a waitlist of residents who want to join the community garden program.

Animal Care Services – 40250

The Department oversees the contracts for animal sheltering and adoption services and collaborates with Animal Control in the transport and documentation of City impounded animals to the contracted animal shelter facility. Animal Care also promotes adoptions to local residents and communicates with the contracted adoption agency and rescue organizations to find placement for animals. With the assistance of the Animal Services Committee, staff explore and provide the best practices to improve exceptional animal care services within the City.

Senior Mobility Program – 40251

The Senior Mobility Program provides free transportation for seniors ages 62 and older, in and around Costa Mesa. Transportation is available for social, recreational, medical and other services as needed. The program serves more than 450 seniors per year and provides more than 6,500 rides on an annual basis. The Senior Mobility Program (SMP) is operated under the umbrella of the Senior Center and is funded by a grant from the Orange County Transportation Authority (OCTA).

Administration – 50001

The Department's administrative staff is based in City Hall and oversees the administration of park reservations, special event permits, model glider permits, and registration for recreation classes, programs, and activities. They provide staff support to the Parks, Arts and Community Services Commission, the Animal Services Committee, the Cultural Arts Committee, the Fairview Park Steering Committee, the Historical Preservation Committee, the Costa Mesa Foundation, and the Costa Mesa United Youth Sports Council.

Parks, Arts And Community Services Commission – 50125

The Parks, Arts and Community Services Commission provides recommendations to the City Council and various City departments in areas related to parks, arts and community services programs. The Commission is a seven-member advisory board appointed by the City Council from each voting district and an at-large Mayor's appointment.

Fairview Park Steering Committee – 50145

The Fairview Park Steering Committee provides advice and recommendations to the City Council regarding the implementation of the Fairview Park Master Plan, the impacts of Measure AA on Capital Improvement Program projects, rehabilitation, maintenance and activities, and recommends approval of grant applications, partnerships, and volunteer activities for the maintenance and implementation of the Fairview Park Master Plan.

Cultural Arts Committee – 50190

The Cultural Arts Committee educates, enriches, and promotes cultural arts programs and resources to the residents of Costa Mesa, the City of the Arts. The Cultural Arts Committee hosts the annual signature ARTventure event, and other activities that are funded through Measure Q funds. The Committee also reviews and provides suggestions for the Arts and Culture Master Plan.

Historical Preservation Committee – 50191

The Historical Preservation Committee promotes historical programs through educational classes and enrichment events in the City. These programs and activities are funded through donations, sponsorships, and the City's General Fund.

Animal Services Committee – 50195

The Animal Services Committee maintains, educates, enriches, and promotes animal service programs and resources throughout the City. The goals of the Committee are to promote pet licensing within the City, assist with the planning of animal related events, and to explore and provide recommendations to improve animal services.

Fiscal Year 2021-22 Accomplishments

*Accomplishments were achieved in compliance with COVID-19 pandemic restrictions and safety guidelines

- Provided several environmental restoration public events at Fairview Park
- Partnered with Sea & Sage Audubon Society to conduct bird observations and documentation throughout Fairview Park
- Installed protective temporary fencing around sensitive habitats of vernal pools
- Continued restoration project on Fairview Park vernal pools five, six and seven
- Completed a fourth year of Animal Care Services, continuing the three-pronged approach through Animal Control, Newport Center Animal Hospital, and Priceless Pet Rescue
- Provided a COVID testing kiosk at the Costa Mesa Senior Center through a partnership agreement
- Provided a weekly COVID vaccination site at the Costa Mesa Senior Center through a partnership with the County of Orange
- Distributed 635 grocery gift cards to 431 households in Costa Mesa utilizing funding from the County of Orange
- The Costa Mesa Senior Center secured California Yellow Cab as the official provider for the Senior Transportation Program
- Secured \$50,000 Hoag Community Benefit Grant to support the Senior Center's Medical Transportation Program
- Entered into an agreement/MOU with Save Our Youth (SOY) for City support of SOY programs in Westside Costa Mesa
- Held groundbreaking events for both the Norma Hertzog Community Center and the Lions Park Playground
- Provided approximately 6,000 rides for seniors aged 60+ through the Medical Transportation Program and the Senior Mobility Program
- In partnership with Second Harvest Food Bank, the Senior Grocery Program provided food to more than 140 seniors every Friday
- Provided lap swim sessions to more than 500 swimmers monthly throughout the year
- Offered SMART Camp free of charge to the community with more than 800 enrollments
- Hosted a variety of special events including three Movies in the Park, Scarecrow Festival, Summer Concert, and Snoopy House
- Implemented independent/individualized community service workdays at the Community Gardens
- Wrapped six city-owned utility boxes with vinyl-printed wraps from local artists
- Incorporated on-site Day Camp entertainment in lieu of off-site excursions due to COVID-19 restrictions
- Partnered with IKEA and Power of One Foundation for the annual Trunk or Treat event
- Offered two pet-related events at TeWinkle Park

Fiscal Year 2022-23 Goals

*Goals will be pursued in accordance with COVID-19 pandemic restrictions and safety guidelines

- Engage the community to gather input for the Parks, Recreation and Open Space Master Plan
- Offer programs and services in a safe environment that are accessible to all
- Continue to provide services to seniors such as social services, health services, HICAP insurance counseling, and AARP tax prep and legal services
- Coordinate seasonal, competitive softball leagues for all skill levels at quality facilities
- Provide ongoing intergenerational events at the Costa Mesa Senior Center
- Incorporate specialized STEAM based program activities into the R.O.C.K.S Program
- Integrate youth entertainment into City-operated events through the Mobile Recreation Program
- Offer Teen Program events or excursions for destinations outside the City of Costa Mesa
- Provide two pet-related public events at/near the Costa Mesa Bark Park
- Educate the community on responsible pet ownership and care at least six times throughout the year

- Expand program outreach efforts to attract underserved groups in the community
- Initiate scheduling of events at the Norma Hertzog Community Center
- Create short-term and long-term goals to implement the Arts and Culture Master Plan, including the hiring of an Arts Specialist and the creation of a Cultural Arts Commission
- Host annual community and special events and facilitate partnerships
- Enhance and activate the event lawn space at Lions Park
- Resume printing of the Recreation Guide to communicate and engage with the community
- Complete the parking and safety enhancement project at the Jack Hammett Sports Complex
- Continue efforts to enhance park opportunities in park poor neighborhoods
- Explore opportunities to bring Pickleball courts to Costa Mesa
- Explore opportunities to provide a suitable location for a mini-pitch soccer field
- Continue restoration efforts at Fairview Park, while working on an update to the Fairview Park Master Plan

Goals and Objectives

The goals and objectives of the Parks and Community Services Department were developed in alignment with the City Council's priorities.

		 Quality Recruitment	 Fiscally Sustainable	 Safe Community	 Environmental Sustainability	 Housing Commitments
GOALS AND OBJECTIVES						
1	Continue Fairview Park restoration via public volunteer opportunities			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
2	Complete update for Fairview Park Master Plan			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
3	Complete update of Open Space Master Plan to support creative opportunities for passive and active open space recreation activities			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
4	Initiate regular programming and rentals at the Norma Hertzog Community Center		<input checked="" type="checkbox"/>			
5	Provide in-person programming and events, where permissible, in compliance with State and local COVID-19 guidelines		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
6	Expand programs at the Senior Center through community engagement efforts that support the health and safety of senior citizens		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
7	Continue to implement the 5-year Costa Mesa Arts and Culture Master Plan		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
8	Continue to develop outreach efforts to provide free or low-cost programming to under-represented groups in the Costa Mesa community			<input checked="" type="checkbox"/>		
9	Continue to pursue funding to provide free or affordable social services and transportation to seniors for medical appointments and every day errands at a reasonable cost to the City		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
10	Creatively cultivate opportunities for passive and active recreation activities in open spaces		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
11	Expansion of Ketchum-Libolt Park		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

*Goals and objectives were achieved within imposed guidelines due to the COVID-19 pandemic.

Performance Measures/Workload Indicators:

	FY 20-21 Actual	FY 21-22 Adopted	FY 22-23 Proposed
Percent of recreation programs meeting or exceeding cost recovery guidelines	100%	100%	100%
Percent of recreation survey respondents rating overall satisfaction with programs/services as above average	96%	100%	100%
Average monthly ridership on City Senior Mobility Program (SMP) & Medical Transportation Program (MTP)	676	1,200	450
Number of hours permitted on athletic fields (all user groups)	80,000	75,000	75,000
Number of classes offered and percentage cancelled	N/A*	980 (20%)	340 (20%)
Number of children served in day camp programs	-	1,100	1,100
Number of daily participants in drop-in recreation programs	-	21,150	15,000
Annual number of daily R.O.C.K.S program participants	-	112,000	55,000
Park reservations issued and percentage of non-residents	775 (5%)	725 (3%)	725 (3%)
Number of animals that were part of the shelter and adoption process	435	750	750
Number of animal licenses issued	3,098	3,200	3,200

*Goals and objectives were achieved within imposed guidelines due to the COVID-19 pandemic.

Budget Narrative

The Fiscal Year 2022-23 budget for the Parks and Community Services Department is an increase of \$369,422, or 4.7 percent, compared to the adopted budget for Fiscal Year 2021-22. The increase is primarily due to budgeted biological, management and maintenance consulting services at Fairview Park. There are also minimal increases in the General and Arts Cultural Master Plan Funds to cover slight increases in salaries and benefits to both funds.

Expense by Fund	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
PARKS AND COMMUNITY SERVICES DEPARTMENT BY FUNDING SOURCE				
General Fund - 101	\$ 5,562,516	\$ 4,004,589	\$ 7,664,502	\$ 7,679,331
Cultural Arts Master Plan (MeasQ) - 130	-	-	194,401	220,898
Disaster Fund - 150	728,093	707,673	-	-
American Rescue Plan Fund - 204	-	153,132	-	-
Park Development Fees Fund - 208	304,171	229,923	-	328,095
Total Parks and Community Services Department	\$ 6,594,781	\$ 5,095,316	\$ 7,858,903	\$ 8,228,325

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
PARKS AND COMMUNITY SERVICES DEPARTMENT BY PROGRAM				
PARKS AND COMMUNITY SERVICES - 14300				
Parks and Community Services Administration - 50001				
Salaries and Benefits	\$ 970,579	\$ 1,020,390	\$ 985,251	\$ 1,043,875
Maintenance and Operations	309,722	310,601	372,114	374,929
Fixed Assets	2,509	-	2,000	2,000
Subtotal Parks and Comm. Svs. Admin.	\$ 1,282,811	\$ 1,330,991	\$ 1,359,365	\$ 1,420,804
Fairview Park - 20115				
Salaries and Benefits	\$ 207,293	\$ 218,865	\$ 283,738	\$ 301,543
Maintenance and Operations	329,969	268,333	4,000	352,095
Fixed Assets	2,896	-	-	-
Subtotal Fairview Park	\$ 540,158	\$ 487,198	\$ 287,738	\$ 653,638
Homeless Outreach - 20605				
Salaries and Benefits	\$ 239,105	\$ 74,229	\$ -	\$ -
Maintenance and Operations	110,845	290,982	-	-
Subtotal Homeless Outreach	\$ 349,949	\$ 365,211	\$ -	\$ -
Downtown Recreation Center - 40121				
Salaries and Benefits	\$ 96,722	\$ 49,765	\$ 221,166	\$ 72,570
Maintenance and Operations	82,830	88,635	75,470	87,320
Subtotal Downtown Recreation Center	\$ 179,553	\$ 138,400	\$ 296,636	\$ 159,890

PARKS AND COMMUNITY SERVICES - 14300 (Continued)

Balearic Community Center - 40122

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Salaries and Benefits	\$ 56,186	\$ 24,940	\$ 33,380	\$ 35,250
Maintenance and Operations	104,752	120,801	122,900	136,310
Fixed Assets	-	-	800	800
Subtotal Balearic Community Center	\$ 160,938	\$ 145,741	\$ 157,080	\$ 172,360
Neighborhood Community Center - 40123				
Salaries and Benefits	\$ 157,418	\$ 118,089	\$ 290,505	\$ 236,920
Maintenance and Operations	218,966	230,231	306,414	264,854
Subtotal Neighborhood Community Center	\$ 376,384	\$ 348,319	\$ 596,919	\$ 501,774
Aquatics - 40212				
Salaries and Benefits	\$ 168,875	\$ 172,237	\$ 246,249	\$ 290,348
Maintenance and Operations	9,308	5,537	13,400	13,660
Subtotal Aquatics	\$ 178,182	\$ 177,774	\$ 259,649	\$ 304,008
Tennis - 40213				
Maintenance and Operations	29,422	31,087	34,600	34,600
Subtotal Tennis	\$ 29,422	\$ 31,087	\$ 34,600	\$ 34,600
Adult Sports Basketball - 40214				
Salaries and Benefits	\$ 29,686	\$ 45,916	\$ 81,169	\$ 188
Maintenance and Operations	5,596	75	9,325	9,325
Subtotal Adult Sports Basketball	\$ 35,282	\$ 45,991	\$ 90,494	\$ 9,513
Adult Sports Softball - 40215				
Salaries and Benefits	\$ 12,451	\$ 12,160	\$ 34,864	\$ 188
Subtotal Adult Sports Softball	\$ 12,451	\$ 12,160	\$ 34,864	\$ 188
Fields/Field Ambassadors - 40216				
Salaries and Benefits	\$ 170,087	\$ 145,156	\$ 370,485	\$ 205,936
Maintenance and Operations	260,487	73,667	251,060	250,985
Subtotal Fields/Field Ambassadors	\$ 430,574	\$ 218,823	\$ 621,545	\$ 456,921
Youth Sports - 40218				
Salaries and Benefits	\$ 104,812	\$ 65,943	\$ 214,171	\$ 165,051
Maintenance and Operations	5,783	542	12,400	9,500
Subtotal Youth Sports	\$ 110,595	\$ 66,485	\$ 226,571	\$ 174,551
Adult Sports Futsal - 40222				
Salaries and Benefits	\$ 506	\$ -	\$ -	\$ -
Maintenance and Operations	126	-	500	500
Subtotal Adult Sports Futsal	\$ 632	\$ -	\$ 500	\$ 500

PARKS AND COMMUNITY SERVICES - 14300 (Continued)

Senior Center - 40231

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Salaries and Benefits	\$ 349,965	\$ 351,652	\$ 508,320	\$ 612,467
Maintenance and Operations	312,018	221,130	461,430	507,280
Fixed Assets	16,568	480	1,000	1,000
Subtotal Senior Center	\$ 678,551	\$ 573,262	\$ 970,750	\$ 1,120,747
Day Camp - 40232				
Salaries and Benefits	\$ 76,681	\$ 48,907	\$ 154,808	\$ 144,388
Maintenance and Operations	62,699	11,768	81,900	84,900
Subtotal Day Camp	\$ 139,380	\$ 60,675	\$ 236,708	\$ 229,288
ROCKS (Playgrounds) - 40233				
Salaries and Benefits	\$ 503,162	\$ 188,079	\$ 945,870	\$ 1,205,584
Maintenance and Operations	13,653	12,832	35,000	27,900
Subtotal ROCKS (Playgrounds)	\$ 516,815	\$ 200,912	\$ 980,870	\$ 1,233,484
Teen Programs - 40236				
Salaries and Benefits	\$ 99,321	\$ 30,643	\$ 130,226	\$ 158,441
Maintenance and Operations	15,634	604	26,200	26,150
Subtotal Teen Programs	\$ 114,955	\$ 31,247	\$ 156,426	\$ 184,591
Concerts - 40237				
Maintenance and Operations	125	-	10,000	10,000
Subtotal Concerts	\$ 125	\$ -	\$ 10,000	\$ 10,000
Early Childhood - 40241				
Salaries and Benefits	\$ 125,695	\$ 70,472	\$ 177,593	\$ 166,368
Maintenance and Operations	5,503	5,886	9,250	9,050
Subtotal Early Childhood	\$ 131,198	\$ 76,358	\$ 186,843	\$ 175,418
Adult Instructional Classes - 40242				
Salaries and Benefits	\$ 10,710	\$ 4,868	\$ 20,630	\$ 188
Maintenance and Operations	47,745	-	75,000	75,000
Subtotal Adult Instructional Classes	\$ 58,455	\$ 4,868	\$ 95,630	\$ 75,188
Youth Instructional Classes - 40243				
Salaries and Benefits	\$ 10,709	\$ 4,868	\$ 20,442	\$ -
Maintenance and Operations	152,663	-	252,300	252,300
Subtotal Youth Instructional Classes	\$ 163,372	\$ 4,868	\$ 272,742	\$ 252,300
Special Recreation Events - 40244				
Salaries and Benefits	\$ 7,703	\$ 9,096	\$ -	\$ -
Maintenance and Operations	-	364	-	40,860
Subtotal Special Recreation Events	\$ 7,703	\$ 9,460	\$ -	\$ 40,860

PARKS AND COMMUNITY SERVICES - 14300 (Continued)

Mobile Recreation - 40245

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Salaries and Benefits	\$ 42,108	\$ 11,497	\$ 65,648	\$ 61,068
Maintenance and Operations	1,015	35	3,500	3,475
Subtotal Mobile Recreation	\$ 43,123	\$ 11,532	\$ 69,148	\$ 64,543
Bark Park - 40248				
Salaries and Benefits	\$ 20,448	\$ 14,716	\$ 11,340	\$ 11,567
Maintenance and Operations	699	819	1,600	1,600
Subtotal Bark Park	\$ 21,147	\$ 15,534	\$ 12,940	\$ 13,167
Community Gardens - 40249				
Salaries and Benefits	\$ 5,155	\$ 173	\$ 19,811	\$ 23,352
Maintenance and Operations	8,724	3,411	3,600	3,600
Subtotal Community Gardens	\$ 13,879	\$ 3,584	\$ 23,411	\$ 26,952
Animal Care Services - 40250				
Salaries and Benefits	\$ 228,081	\$ 72,376	\$ 168,697	\$ 219,044
Maintenance and Operations	285,155	246,369	438,400	430,865
Subtotal Animal Care Services	\$ 513,236	\$ 318,745	\$ 607,097	\$ 649,909
Senior Mobility Program - 40251				
Salaries and Benefits	\$ 34,570	\$ 29,168	\$ 51,726	\$ 17,979
Maintenance and Operations	80,816	29,115	2,800	2,800
Subtotal Senior Mobility Program	\$ 115,386	\$ 58,284	\$ 54,526	\$ 20,779
Arts and Culture Master Plan - 40252				
Salaries and Benefits	\$ -	\$ -	\$ 120,001	\$ 220,898
Maintenance and Operations	-	-	74,400	-
Subtotal Arts and Culture Master Plan	\$ -	\$ -	\$ 194,401	\$ 220,898
Parks, Arts and Community Services Commission - 50125				
Maintenance and Operations	4,600	4,600	7,950	7,950
Subtotal Parks, Arts and Comm. Svs. Comm.	\$ 4,600	\$ 4,600	\$ 7,950	\$ 7,950
Cultural Arts Committee - 50190				
Maintenance and Operations	7,681	10,747	13,000	13,000
Subtotal Cultural Arts Committee	\$ 7,681	\$ 10,747	\$ 13,000	\$ 13,000
Historic Preservation Committee - 50191				
Maintenance and Operations	100	-	500	500
Subtotal Historic Preservation Committee	\$ 100	\$ -	\$ 500	\$ 500

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
PARKS AND COMMUNITY SERVICES - 14300 (Continued)				
Emergency Services - 51040				
Salaries and Benefits	\$ 353,928	\$ 324,128	\$ -	\$ -
Maintenance and Operations	24,183	4,276	-	-
Subtotal Emergency Services	\$ 378,111	\$ 328,403	\$ -	\$ -
Local Emergency Responses - 52100				
Salaries and Benefits	\$ 33	\$ -	\$ -	\$ -
Subtotal Local Emergency Responses	\$ 33	\$ -	\$ -	\$ -
TOTAL PARKS AND COMMUNITY SERVICES DEPARTMENT				
Salaries and Benefits	\$ 4,081,988	\$ 3,122,392	\$ 5,156,090	\$ 5,193,217
Maintenance and Operations	2,490,820	1,972,444	2,699,013	3,031,308
Fixed Assets	21,973	480	3,800	3,800
Total Parks and Community Services Department	\$ 6,594,781	\$ 5,095,316	\$ 7,858,903	\$ 8,228,325

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
PARKS AND COMMUNITY SERVICES DEPARTMENT BY ACCOUNT: ALL FUNDS				
Salaries and Benefits				
Salaries and Wages	\$ -	\$ -	\$ (298,366)	\$ (298,366)
Regular Salaries - Non-Sworn	1,083,327	1,046,923	1,386,718	1,435,921
Regular Salaries - Part-Time	1,666,246	831,988	2,342,239	2,596,753
Overtime	20,216	10,226	10,340	10,340
Vacation/Comp. Time Cash Out	9,812	2,704	3,760	3,760
Holiday Allowance	6,452	3,607	1,880	1,880
Separation Pay-Off	40,035	11,373	940	940
Other Compensation	9,070	977	809	870
Furloughs	-	40,150	-	-
Cafeteria Plan	223,150	216,286	429,219	438,891
Medicare	217,662	29,972	54,083	58,519
Retirement	799,101	920,138	1,212,768	834,409
Executive Prof Development	4,412	1,207	4,800	5,000
Auto Allowance	2,502	6,843	6,900	104,300
Subtotal Salaries & Benefits	\$ 4,081,988	\$ 3,122,392	\$ 5,156,090	\$ 5,193,217
Maintenance and Operations				
Stationery and Office	\$ 12,194	\$ 12,962	\$ 22,850	\$ 21,950
Multi-Media, Promos, Subscript.	84,760	17,068	147,400	128,900
Small Tools and Equipment	33,836	40,430	70,625	69,485
Uniforms and Clothing	9,952	12,285	25,200	28,200
Safety and Health	5,855	2,806	16,750	16,750
Maintenance and Construction	10,807	9,495	15,600	15,600
Agriculture	5,984	-	-	-
Electricity - Buildings & Fac.	78,435	91,288	94,570	94,570
Electricity - Power	19,649	23,117	26,600	26,600
Gas	18,307	25,961	20,400	20,400
Water - Domestic	15,429	18,044	18,100	18,100
Janitorial and Housekeeping	100,771	100,312	139,220	158,630
Legal Advertising/Filing Fees	-	242	-	-
Telephone/Radio/Communications	17,383	20,860	20,900	20,900
Business Meetings	45	46	200	200
Mileage Reimbursement	104	445	600	600
Dues and Memberships	3,621	2,809	1,885	1,885
Board Member Fees	4,600	4,600	16,100	7,700
Professional Development	3,665	4,451	17,215	20,185
Buildings and Structures	1,565	-	-	-
Landscaping and Sprinklers	10,611	49,223	-	20,000
Office Furniture	-	-	2,000	2,000
Office Equipment	6,134	2,653	1,900	6,800
Other Equipment	13,532	7,258	16,300	22,940
Consulting	797,746	664,076	670,094	1,017,629
Legal	26,067	17,689	-	-
Medical and Health Inspection	284	238	700	700

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
PARKS AND COMMUNITY SERVICES DEPARTMENT BY ACCOUNT: ALL FUNDS				
Maintenance and Operations (Continued)				
Recreation	295,010	35,932	515,330	476,110
External Rent	444,671	186,572	468,000	468,000
Grants, Loans and Subsidies	-	-	7,000	3,000
Internal Rent Central Services	18,785	11,268	20,501	20,501
Internal Rent Postage	33,636	20,601	42,137	42,137
Internal Rent - Maintenance	47,300	47,384	47,300	47,300
Internal Rent - Repl Cost	14,400	14,400	14,400	14,400
Internal Rent - Fuel	24,736	17,065	18,300	18,300
Internal Rent Genl Liability	67,400	88,367	88,367	88,367
Internal Rent Workers' Comp	99,500	99,891	99,891	99,891
Internal Rent Unemployment	11,327	12,078	12,078	12,078
Taxes and Assessments	17,691	15,274	20,500	20,500
Emergency Protective Measure	135,028	295,258	-	-
Subtotal Maintenance & Operations	\$ 2,490,820	\$ 1,972,444	\$ 2,699,013	\$ 3,031,308
Fixed Assets				
Other Equipment	21,973	480	3,800	3,800
Subtotal Fixed Assets	\$ 21,973	\$ 480	\$ 3,800	\$ 3,800
Total Parks and Community Services Department	\$ 6,594,781	\$ 5,095,316	\$ 7,858,903	\$ 8,228,325

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
PARKS AND COMMUNITY SERVICES DEPARTMENT BY ACCOUNT: GENERAL FUND ONLY				
Salaries and Benefits				
Salaries and Wages	\$ -	\$ -	\$ (298,366)	\$ (298,366)
Regular Salaries - Non-Sworn	904,599	909,546	1,319,718	1,366,570
Regular Salaries - Part-Time	1,495,090	503,579	2,342,239	2,596,753
Overtime	14,724	10,072	10,340	10,340
Vacation/Comp. Time Cash Out	9,812	2,704	3,760	3,760
Holiday Allowance	6,452	3,607	1,880	1,880
Separation Pay-Off	40,035	11,373	940	940
Other Compensation	9,070	977	809	870
Furloughs	-	395	-	-
Cafeteria Plan	183,930	184,742	411,915	420,351
Medicare	37,486	23,169	53,111	57,513
Retirement	780,808	898,632	1,178,043	799,808
Executive Prof Development	4,412	1,207	4,800	5,000
Auto Allowance	2,502	6,843	6,900	6,900
Subtotal Salaries & Benefits	\$ 3,488,922	\$ 2,556,845	\$ 5,036,089	\$ 4,972,318
Maintenance and Operations				
Stationery and Office	\$ 12,194	\$ 12,962	\$ 22,850	\$ 21,950
Multi-Media, Promos, Subscript.	84,760	17,068	131,900	128,900
Small Tools and Equipment	33,836	40,430	70,625	69,485
Uniforms and Clothing	9,952	12,285	25,200	28,200
Safety and Health	5,855	2,806	16,750	16,750
Maintenance and Construction	10,807	9,495	15,600	15,600
Agriculture	5,984	-	-	-
Electricity - Buildings & Fac.	78,435	91,288	94,570	94,570
Electricity - Power	19,649	23,117	26,600	26,600
Gas	18,307	25,961	20,400	20,400
Water - Domestic	15,429	18,044	18,100	18,100
Janitorial and Housekeeping	100,771	100,312	139,220	158,630
Legal Advertising/Filing Fees	-	242	-	-
Telephone/Radio/Communications	17,383	20,860	20,900	20,900
Business Meetings	45	46	200	200
Mileage Reimbursement	104	445	600	600
Dues and Memberships	3,621	2,809	1,885	1,885
Board Member Fees	4,600	4,600	7,700	7,700
Professional Development	3,665	4,451	17,215	20,185
Buildings and Structures	1,565	-	-	-
Landscaping and Sprinklers	-	36,202	-	20,000
Office Furniture	-	-	2,000	2,000
Office Equipment	6,134	2,653	1,900	6,800
Other Equipment	13,532	7,258	16,300	17,440
Consulting	507,081	447,174	643,594	695,034
Legal	26,067	17,689	-	-
Medical and Health Inspection	284	238	700	700

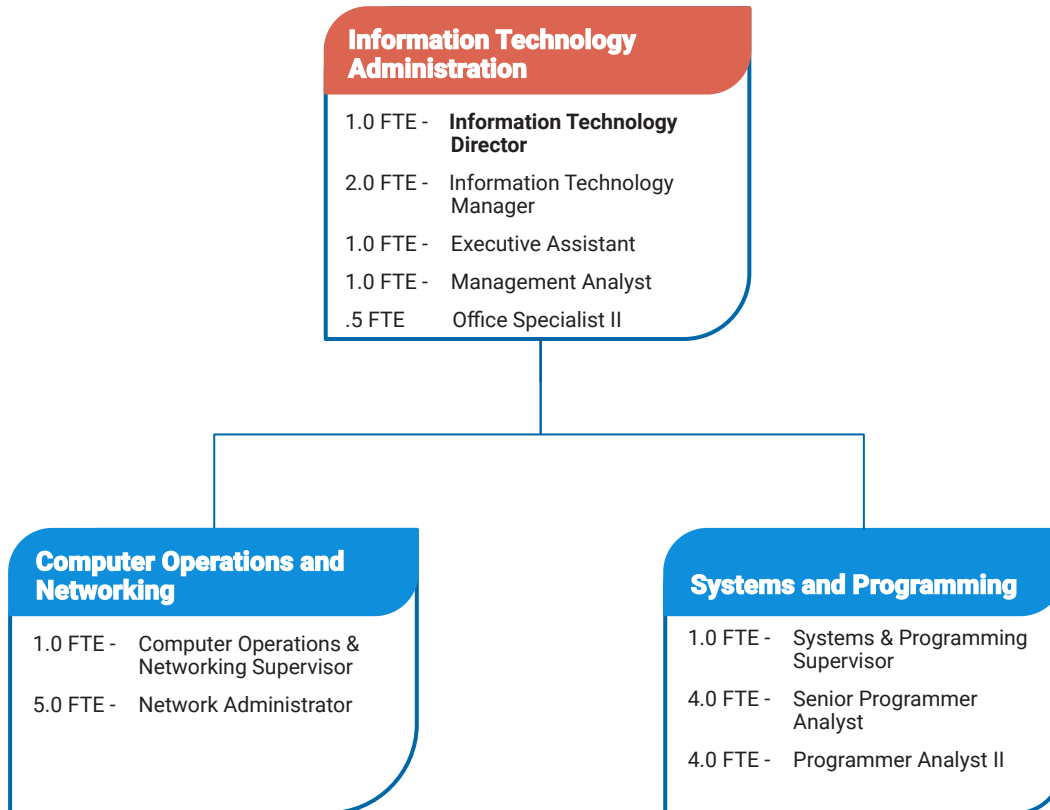
From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
PARKS AND COMMUNITY SERVICES DEPARTMENT BY ACCOUNT: GENERAL FUND ONLY				
Maintenance and Operations (Continued)				
Recreation	295,010	35,932	495,330	476,110
External Rent	444,671	186,572	468,000	468,000
Grants, Loans and Subsidies	-	-	3,000	3,000
Internal Rent Central Services	18,785	11,268	20,501	20,501
Internal Rent Postage	33,636	20,601	42,137	42,137
Internal Rent - Maintenance	47,300	47,384	47,300	47,300
Internal Rent - Repl Cost	14,400	14,400	14,400	14,400
Internal Rent - Fuel	24,736	17,065	18,300	18,300
Internal Rent Genl Liability	67,400	88,367	88,367	88,367
Internal Rent Workers' Comp	99,500	99,891	99,891	99,891
Internal Rent Unemployment	11,327	12,078	12,078	12,078
Taxes and Assessments	17,691	15,274	20,500	20,500
Subtotal Maintenance & Operations	\$ 2,054,517	\$ 1,447,264	\$ 2,624,613	\$ 2,703,213
Fixed Assets				
Other Equipment	19,078	480	3,800	3,800
Subtotal Fixed Assets	\$ 19,078	\$ 480	\$ 3,800	\$ 3,800
Total Parks and Community Services Department	\$ 5,562,516	\$ 4,004,589	\$ 7,664,502	\$ 7,679,331



**Information Technology
Department**

Information Technology Department



The Information Technology Department (IT) is responsible for network administration; software development and installation; maintenance of hardware and software, including upgrades and replacements; database management; wireless phones; and the support and oversight of all technology-related products and services for all departments, including the Police and Fire Departments of the City of Costa Mesa. The Department's daily activities include, but are not limited to: maintenance of all computer systems; ensuring that virus protection software are up-to-date and functioning properly; maintenance of a help desk to help troubleshoot computer-related problems; and ensuring that employees are connected and the City websites are working properly and safely. IT is also responsible for the operation, maintenance, deployment, and utilization of all City computers. The department has 20 full-time positions composed of three management, two supervisory, 14 professionals, one administrative support, and a part-time staff equivalent to 0.50 full-time position. IT has three divisions:

- Administration
- Computer Operations and Networking
- Systems and Programming

Information Technology Department – 14600

Administrative Services – 50001

Coordinates and supervises the Department's activities; manages the budget and procurement process for the Department; manages the networking resources of the City; and advises the City Manager and the City Council on computer-related technological issues.

Computer Operations And Networking – 50710

Operates and monitors computer equipment in support of both Public Safety and general City services in a 7-day, 24-hour operation. Maintains data files and processes business applications and reports distribution in a networked client-server environment. Monitors cybersecurity applications to ensure City networks are secure.

Systems And Programming – 50720

Supports and enhances applications for Public Safety and general City services. Coordinates systems implementations, maintenance, and processing solutions for ad hoc data processing requests in networked client-server and internet/intranet environments.

Fiscal Year 2021-2022 Accomplishments











- Continued with the implementation of the IT Strategic Plan by hiring an IT Manager
- Supported IT Strategic Plan by hiring two Network System Administrators
- Updated the backup procedure and equipment
- Completed Phase II of desktop replacement computers
- Refreshed Wi-Fi network for City Hall and PD
- Continued to implement the new LMS system
- Completed new GIS enterprise environment, and created more online map applications
- Implemented Forcepoint for Web Content Security
- Implemented KnowBe4 for Web Security Training
- Completed mobile data computer upgrade to PD patrol vehicles

Fiscal Year 2022-2023 Goals

- Continue with the implementation of the IT Strategic Plan
- Hire one Senior Programmer and one Network System Administrator
- Conduct Telephone System assessment to convert to Voice over IP
- Update the Disaster Recovery Plan
- Develop a Continuity of Operation Plan for the IT Department
- Complete Phase III of desktop replacement computers
- Complete implementation of the new LMS system
- Complete the new ERP RFP planning and evaluation process
- Start technology upgrade to Windows Server 2022
- Upgrade Operating System to Windows 11 & deploy Office 2019
- Implement OneSolution and Freedom (CAD Upgrade) for the Police and Fire Departments
- Complete upgrade to SQL Server 2019
- Develop Laserfiche Enterprise Strategy for document imaging

Goals And Objectives

The goals and objectives of the Information Technology Department were developed in alignment with the City Council’s goals and priorities.

		 Quality Recruitment	 Fiscally Sustainable	 Safe Community	 Environmental Sustainability	 Housing Commitments
GOALS AND OBJECTIVES						
1	Continue with the implementation of the I.T. Strategic Plan	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
2	Hire one Senior Programmer and one Network System Administrator	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
3	Replace a number of desktop computers		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
4	Update the Disaster Recovery Plan		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
5	Implement OneSolution and Freedom (CAD Upgrade) for the Police and Fire Departments		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
6	Complete implementation of the new LMS system	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
7	Complete the new ERP RFP planning and evaluation process	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
8	Complete upgrade to SQL Server 2019		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
9	Complete Phase III of desktop replacement computers	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
10	Start technology upgrade to Windows Server 2022	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
11	Upgrade Operating System to Windows 11 & deploy Office 2019	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
12	Develop Laserfiche Enterprise Strategy for document imaging	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
13	Develop a Continuity of Operation Plan for the IT Department	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	

Performance Measures/Workload Indicators:

	FY 20-21 Actual	FY 21-22 Adopted	FY 22-23 Proposed
Number of Printers/Terminals maintained	381/596	392/636	389/609
Number of Forms and Help Desk requests resolved	2,057	1,978	2,000
Number of City developed software applications	5	5	7
Number of servers maintained	208	208	208
Number of miscellaneous devices maintained	493	390	537
Number of vendor software applications maintained*	300	360	360

*It is difficult to determine the exact number of vendor software applications maintained as each department has different requirements.

Budget Narrative

The Fiscal Year 2022-23 all funds budget of a decrease of -\$2.2 million or -23 percent compared to the adopted budget for Fiscal Year 2021-22. The decrease is mostly attributed to appropriating \$2.7 million from undesignated fund balance in the IT Replacement Fund to the various technology projects as per the IT Strategic Plan. Further, Fund 603 is fully funded to the CAN amount of 1.5 percent of General Fund revenues.

Expense by Fund	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
INFORMATION TECHNOLOGY DEPARTMENT BY FUNDING SOURCE				
General Fund - 101	\$ 3,191,744	\$ 3,760,148	\$ 4,523,856	\$ 5,002,952
Disaster Fund - 150	242,550	67,228	-	-
American Rescue Plan Fund - 204	-	62,421	-	-
IT Replacement Fund - 603	107,494	33,804	4,838,162	2,166,688
Total Information Technology Department	\$ 3,541,789	\$ 3,923,602	\$ 9,362,018	\$ 7,169,641

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
INFORMATION TECHNOLOGY DEPARTMENT BY PROGRAM				
INFORMATION TECHNOLOGY - 14600				
IT Administration - 50001				
Salaries and Benefits	\$ 413,526	\$ 473,554	\$ 404,477	\$ 796,568
Maintenance and Operations	51,412	32,754	59,434	79,340
Fixed Assets	-	-	10,000	10,000
Subtotal IT Administration	\$ 464,937	\$ 506,308	\$ 473,911	\$ 885,908
Computer Operations - 50710				
Salaries and Benefits	\$ 731,096	\$ 833,881	\$ 1,479,069	\$ 1,725,345
Maintenance and Operations	300,043	339,490	368,147	374,796
Fixed Assets	409,862	618,780	5,150,881	1,928,000
Subtotal Computer Operations	\$ 1,441,001	\$ 1,792,150	\$ 6,998,097	\$ 4,028,141
Computer Systems Development - 50720				
Salaries and Benefits	\$ 790,892	\$ 921,130	\$ 1,046,015	\$ 1,323,320
Maintenance and Operations	47,920	61,899	147,250	155,527
Fixed Assets	554,487	574,885	696,745	776,745
Subtotal Computer Systems Develop.	\$ 1,393,300	\$ 1,557,915	\$ 1,890,010	\$ 2,255,592
Emergency Services - 51040				
Salaries and Benefits	\$ 117,440	\$ 5,048	\$ -	\$ -
Maintenance and Operations	124,985	62,180	-	-
Subtotal Emergency Services	\$ 242,425	\$ 67,228	\$ -	\$ -
Local Emergency Responses - 52100				
Salaries and Benefits	\$ 125	\$ -	\$ -	\$ -
Subtotal Local Emergency Responses	\$ 125	\$ -	\$ -	\$ -

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
TOTAL INFORMATION TECHNOLOGY DEPARTMENT				
Salaries and Benefits	\$ 2,053,079	\$ 2,233,613	\$ 2,929,561	\$ 3,845,233
Maintenance and Operations	524,360	496,323	574,831	609,663
Fixed Assets	964,349	1,193,665	5,857,626	2,714,745
Total Information Technology Department	\$ 3,541,789	\$ 3,923,602	\$ 9,362,018	\$ 7,169,641

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
INFORMATION TECHNOLOGY DEPARTMENT BY ACCOUNT: ALL FUNDS				
Salaries and Benefits				
Salaries and Wages	\$ -	\$ -	\$ (48,870)	\$ (48,870)
Regular Salaries - Non-Sworn	1,166,959	1,226,966	1,887,562	2,543,107
Regular Salaries - Part-Time	99,604	76,919	42,817	-
Overtime	139,252	153,685	100,605	100,605
Vacation/Comp. Time Cash Out	9,222	10,624	3,040	3,040
Holiday Allowance	4,712	5,164	3,420	3,529
Other Compensation	2,754	2,670	1,927	15,951
Furloughs	-	52,799	-	-
Cafeteria Plan	181,431	186,758	299,161	409,707
Medicare	21,172	21,724	28,019	37,158
Retirement	418,131	488,484	600,180	767,106
Executive Prof Development	2,905	902	4,800	7,000
Auto Allowance	6,938	6,919	6,900	6,900
Subtotal Salaries & Benefits	\$ 2,053,079	\$ 2,233,613	\$ 2,929,561	\$ 3,845,233
Maintenance and Operations				
Stationery and Office	\$ 1,730	\$ 2,118	\$ 2,800	\$ 6,800
Multi-Media, Promos, Subscript.	388	133	700	700
Small Tools and Equipment	-	78	2,000	2,000
Safety and Health	581	344	500	1,500
Telephone/Radio/Communications	245,553	262,181	260,600	260,600
Business Meetings	413	84	1,500	6,500
Mileage Reimbursement	-	-	350	350
Dues and Memberships	1,000	-	1,000	1,000
Professional Development	16,297	18,516	35,900	70,732
Office Equipment	3,284	2,711	5,000	5,000
Consulting	55,164	84,167	180,447	170,447
External Rent	2,662	1,947	5,000	5,000
Depreciation	33,804	33,804	50,000	50,000
Internal Rent Central Services	979	-	1,007	1,007
Internal Rent Postage	41	54	21	21
Internal Rent Genl Liability	22,500	15,594	15,594	15,594
Internal Rent Workers' Comp	13,400	10,834	10,834	10,834
Internal Rent Unemployment	1,579	1,578	1,578	1,578
Emergency Protective Measure	124,985	62,180	-	-
Subtotal Maintenance & Operations	\$ 524,360	\$ 496,323	\$ 574,831	\$ 609,663

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
INFORMATION TECHNOLOGY DEPARTMENT BY ACCOUNT: ALL FUNDS				
Fixed Assets				
Office Furniture	\$ -	\$ -	\$ 10,000	\$ 10,000
Other Equipment	964,349	1,193,665	5,847,626	2,704,745
Subtotal Fixed Assets	\$ 964,349	\$ 1,193,665	\$ 5,857,626	\$ 2,714,745
Total Information Technology Department	\$ 3,541,789	\$ 3,923,602	\$ 9,362,018	\$ 7,169,641

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
INFORMATION TECHNOLOGY DEPARTMENT BY ACCOUNT: GENERAL FUND ONLY				
Salaries and Benefits				
Salaries and Wages	\$ -	\$ -	\$ (48,870)	\$ (48,870)
Regular Salaries - Non-Sworn	1,098,049	1,213,436	1,781,940	2,035,578
Regular Salaries - Part-Time	86,604	76,780	42,817	-
Overtime	119,141	153,590	100,605	100,605
Vacation/Comp. Time Cash Out	9,222	10,624	3,040	3,040
Holiday Allowance	4,712	5,164	3,420	3,529
Other Compensation	2,754	2,670	1,927	15,951
Cafeteria Plan	170,610	186,174	281,857	321,961
Medicare	19,716	21,523	26,487	29,799
Retirement	392,015	488,363	565,357	621,052
Executive Prof Development	2,905	902	4,800	5,000
Auto Allowance	6,938	6,919	6,900	6,900
Subtotal Salaries & Benefits	\$ 1,912,666	\$ 2,166,144	\$ 2,770,280	\$ 3,094,544
Maintenance and Operations				
Stationery and Office	\$ 1,730	\$ 2,118	\$ 2,800	\$ 6,800
Multi-Media, Promos, Subscript.	388	133	700	700
Small Tools and Equipment	-	78	2,000	2,000
Safety and Health	581	344	500	1,500
Telephone/Radio/Communications	245,553	262,181	260,600	260,600
Business Meetings	413	84	1,500	6,500
Mileage Reimbursement	-	-	350	350
Dues and Memberships	1,000	-	1,000	1,000
Professional Development	16,297	18,516	35,900	70,732
Office Equipment	3,284	2,711	5,000	5,000
Consulting	34,924	84,167	180,447	170,447
External Rent	2,662	1,947	5,000	5,000
Internal Rent Central Services	979	-	1,007	1,007
Internal Rent Postage	41	54	21	21
Internal Rent Genl Liability	22,500	15,594	15,594	15,594
Internal Rent Workers' Comp	13,400	10,834	10,834	10,834
Internal Rent Unemployment	1,579	1,578	1,578	1,578
Subtotal Maintenance & Operations	\$ 345,332	\$ 400,339	\$ 524,831	\$ 559,663
Fixed Assets				
Office Furniture	\$ -	\$ -	\$ 10,000	\$ 10,000
Other Equipment	933,747	1,193,665	1,218,745	1,338,745
Subtotal Fixed Assets	\$ 933,747	\$ 1,193,665	\$ 1,228,745	\$ 1,348,745
Total Information Technology Department	\$ 3,191,744	\$ 3,760,148	\$ 4,523,856	\$ 5,002,952





**Police
Department**

Police Department

Police Administration

- 1.0 FTE - Police Chief
- 1.0 FTE - Crime Prevention Specialist
- 2.0 FTE - Executive Assistant
- 2.0 FTE - Police Lieutenant
- 1.0 FTE - Police Officer
- 2.0 FTE - Police Sergeant
- 1.0 FTE - Public Affairs Manager
- 1.0 FTE - Range Master
- 1.0 FTE - Management Analyst
- 1.0 FTE - Police Training Assistant
- 0.46 FTE - Part-Time

Police Field Operations

- 1.0 FTE - Police Captain
- 2.0 FTE - Animal Control Officer
- 5.0 FTE - Community Services Specialist
- 6.0 FTE - Park Ranger
- 3.0 FTE - Police Lieutenant
- 1.0 FTE - Senior Police Officer
- 82.0 FTE - Police Officer
- 16.0 FTE - Police Sergeant
- 8.59 FTE - Part-Time

Police Support Services

- 1.0 FTE - Police Captain
- 1.0 FTE - Administrative Assistant
- 1.0 FTE - Civilian Investigator
- 1.0 FTE - Communications Installer
- 11.0 FTE - Communications Officer
- 4.0 FTE - Communications Supervisor
- 2.0 FTE - Community Services Specialist
- 1.0 FTE - Court Liaison
- 1.0 FTE - Crime Analyst
- 1.0 FTE - Crime Scene Investigation Supervisor
- 4.0 FTE - Crime Scene Specialist
- 1.0 FTE - Electronics Technician
- 1.0 FTE - Office Specialist II
- 2.0 FTE - Police Lieutenant
- 24.0 FTE - Police Officer
- 1.0 FTE - Police Records Bureau Supervisor
- 3.0 FTE - Police Records Shift Supervisor
- 4.0 FTE - Police Sergeant
- 1.0 FTE - Property/Evidence Specialist
- 1.0 FTE - Property/Evidence Supervisor
- 6.0 FTE - Senior Communications Officer
- 1.0 FTE - Senior Communications Supervisor
- 16.0 FTE - Senior Police Records Technician
- 0.5 FTE - Telecommunications Manager
- 1.0 FTE - Emergency Services Manager
- 1.0 FTE - Records & Property Evidence Manager
- 9.81 FTE - Part-Time

The Police Department is tasked with protecting life and property while preserving peace. The department has 220 full-time positions, of which 140 are sworn and 80 are professional staff. Full-time staffing is composed of 14 management positions, 33 supervisory, and 173 line-level positions. Part-time staffing consists of 18.90 full-time equivalents. The department comprises three divisions; and each division is further split into different programs. The three divisions are as follows:

- Police Administration
- Police Field Operations
- Police Support Services

Police Administration – 15100

Administration – 50001

Conducts the department's overall direction and planning with input from other divisions; provides advice to the City Manager and City Council on public safety issues; provides internal investigations through the Professional Standards Unit; performs public affairs services; and manages department budget and grant administration.

Training – 10133

Provides and coordinates training programs, and the recruitment and selection of candidates for vacant positions within the department, adhering to the guidelines established by statutory and state-mandated Peace Officer Standard and Training (POST) requirements for sworn and civilian personnel; develops and evaluates daily in-service programs.

Police Field Operations – 15300

Field Operations – 10111

Provides public safety services through patrol-related policing activity; coordinates community-oriented policing services; supervises the Police Reserve Program; provides public park safety services through the Park Ranger Unit; and provides business-related services to the public via the front desk.

Traffic Safety – 10113

Enforces State and City traffic laws; provides follow-up investigation and prosecution of traffic-related criminal cases; and coordinates personnel to respond to and investigate traffic collisions.

Contract & Special Events – 10114

Provides special event public safety and traffic management services requested by the community on a contract-for-pay basis.

Animal Control – 10139

Regulates, controls, and prevents rabies in the wild and domesticated animal population in the City; impounds strays or unlicensed animals; and enforces those laws and ordinances applying to animals within the City.

Police Support Services – 15400

Administration – 50001

Provides essential logistical support services to the Police Department through the below-listed programs; responsible for computer-related activities associated with the 24-hour operation of the City's public safety computer system; and responsible for the research and development of numerous programs, including safety equipment, new laws and regulations, and policy development.

Helicopter Patrol – 10112

Provides helicopter patrol services through a contract with the City of Huntington Beach.

Crime Investigation – 10120

Investigates criminal activities including: homicide, rape, robbery, and assault; larcenies, including grand theft, auto theft, and fraud; residential, commercial, and vehicle burglaries reported in the City; fraudulent checks and forgery cases, including identity theft, crimes against persons and property, and where the suspect or victim is a juvenile. The program objective is the investigation of Part I Crimes; case preparation; the apprehension, prosecution and conviction of perpetrators; and the recovery of stolen property.

Special Investigations Unit – 10127

Investigates illegal narcotics activity with emphasis on traffickers; vice and prostitution; and specialized investigations as determined by the Department.

Records/Information Unit – 10131

Responsible for the electronic and manual processing, storing, and reporting of all crime and arrest reports, citation processing, and ancillary report processing to meet the Department of Justice crime statistics reporting mandates.

Crime Scene Investigations/Photos – 10132

Provides investigative support for the collection, processing and preservation of evidence at crime scenes; laboratory and photographic support for evidentiary and non-evidentiary requests.

Youth Crime Intervention – 10135

Provides services to local schools; criminal street gang suppression and investigation; and coordinates outreach intervention opportunities through the Gang Investigations Unit.

Property and Evidence – 10136

Maintains records; stores, preserves, and disposes of property and evidence consistent with legal guidelines.

Jail Operations – 10137

Provides jail services through a contract with Allied Universal.

Telecommunications Operations – 51020

Provides a centralized, computer-aided Communications Dispatch Center that receives citizen requests for emergency fire, paramedics and police services; provides medical pre-arrival instructions using Emergency Medical Dispatch (EMD) procedures; provides a means of contact for emergency Public Works, Water District service and Orange Coast College Security outside of normal business hours.

Technical Support and Maintenance – 51020

Provides operational integrity of the City's telecommunications infrastructure for data and voice; provides systems and equipment installations and electronics maintenance; oversees inter-operation of telephone, radio, audio, fire alerting system, selected data and video assets in buildings and facilities, outside plant, and in automotive/mobile and portable configurations.

Emergency Services – 51040

Serves as the office responsible for the City's disaster preparedness; acts as liaison to other government agencies, private sector, schools and special districts, non-government and volunteer organizations on disaster preparedness; conducts disaster planning meetings, training and exercises; maintains disaster supplies; administers the Emergency Operations Center (EOC), the Joint Information Center (JIC) and the City's Emergency Operations Plan; and ensures compliance with the National Incident Management System (NIMS).

Fiscal Year 2021-2022 Accomplishments

- Supported and focused on community policing with bike patrols, increased social media presence, and created virtual events to enhance community engagement, interaction, and partnerships
- Improved staffing in the Police Department through the proactive recruitment and hiring of both new police officers and professional staff to fill vacancies
- Upgraded critical public safety infrastructure systems with the purchase of new mobile data computers (MDCs) in police vehicles
- Developed and completed City Hazard Mitigation Plan
- Purchased a new Mobile Command Vehicle (MCV)
- Purchased a digital imaging management system to increase personnel's efficiency with investigations
- Promoted community engagement through the Police Department's social media platforms and various community events and programs (National Night Out, Coffee with a Cop, Neighborhood Watch Groups and Shop with Cop)
- Achieved 100% compliance with all State and legislative training mandates for department personnel
- Met all Peace Officers Standards and Training (POST) mandates with 100% compliance
- Obtained grant awards (ABC, EMPG, Prop 69, JAG, YRG, BVP & OTS) to fund department training and initiatives during the fiscal year

Fiscal Year 2022-2023 Goals

- Support and expand upon community policing through reinforced community engagement, interaction, and partnerships through the department's social media platforms, community events and programs, and focus on quality of life issues
- Proactively maintain the department's staffing levels through the continued recruitment and hiring of both sworn and professional staff vacancies
- Renovate/upgrade the department's aging firearms range
- Design and build a media room to enhance capability and efforts to engage, interact, and build a stronger community partnership
- Take possession of the Mobile Command Vehicle (MCV) and complete covered parking remodel
- Design and enhance the training room to improve understanding of modern law enforcement techniques
- Implement and deploy new mobile data computers (MDCs) in police vehicles
- Maintain readiness and strength of City's Emergency Preparedness Program; updating the City's Emergency Operations Plan (EOP)
- Support crime reduction by leveraging new technology and equipment
- Begin a future continuity plan to assess long term capital improvement needs
- Achieve 100% compliance with all State and legislative training mandates for department personnel
- Meet all Peace Officers Standards and Training (POST) mandates with 100% compliance
- Obtain grant awards (ABC, EMPG, Prop 69, JAG, BVP & OTS) to fund department training and initiatives during the fiscal year

Goals and Objectives

The goals and objectives of the Police Department were developed in alignment with the City Council’s priorities.

	Quality Recruitment	Fiscally Sustainable	Safe Community	Environmental Sustainability	Housing Commitments
GOALS AND OBJECTIVES					
1	Support and expand upon community policing through reinforced community engagement, interaction, and partnerships through the department’s social media platforms, community events and programs, and focus on quality of life issues			✓	
2	Proactively maintain the department’s staffing levels through the continued recruitment and hiring of both sworn and professional staff vacancies	✓		✓	
3	Renovate/upgrade the department’s aging firearms range			✓	
4	Design and build a media room to enhance capability and efforts to engage, interact, and build a stronger community partnership	✓		✓	
5	Take possession of the Mobile Command Vehicle (MCV) and complete covered parking remodel			✓	
6	Design and enhance the training room to improve understanding of modern law enforcement techniques	✓		✓	
7	Implement and deploy new mobile data computers (MDCs) in police vehicles			✓	
8	Maintain readiness and strength of City’s Emergency Preparedness Program; updating the City’s Emergency Operations Plan (EOP)			✓	
9	Support crime reduction by leveraging new technology and equipment			✓	
10	Begin a future continuity plan to assess long term capital improvement needs			✓	
11	Achieve 100% compliance with all State and legislative training mandates for department personnel			✓	
12	Meet all Peace Officers Standards and Training (POST) mandates with 100% compliance			✓	
13	Obtain grant awards (EMPG, Prop 69, JAG, & OTS) to fund department training and initiatives during the fiscal year			✓	

Performance Measures/Workload Indicators:

	2019	2020	2021
Part 1 Crimes	4,071	4,098	4,410
Part 2 Crimes	5,987	5,433	7,963
Calls for Service	137,384	128,414	132,610
Reports Taken and Processed	18,794	18,789	22,135
Arrests (Felony and Misdemeanor)	6,602	5,291	7,821
Citations Issued (Infractions)	10,458	7,286	7,764
Adult Bookings	4,209	3,188	7,751
Emergency Calls Responded	847	812	1,027
1. Responded within 5 minutes (Effectiveness)	76%	71%	96%
2. Responded within 15 minutes (Effectiveness)	97%	97%	98%
Non-Emergency Calls Responded	61,009	54,435	87,511
1. Responded within 30 minutes (Effectiveness)	92%	88%	83%
Injury Traffic Collisions	564	389	554
Assigned Hit-and-Run Cases	462	331	393
Assigned Robbery Cases	86	112	125
Assigned Burglary Cases	1,044	1,133	898
Assigned Juvenile Cases	133	96	177
Assigned Economic/Identity Theft Cases	340	309	459
911 Emergency/Public Safety Calls Received	48,476	36,952	52,325
911 Calls Answered within 10 Seconds	97.53%	98.07%	98.51%
Telephone Calls Received	205,404	155,644	158,253
Property & Evidence – Total Items Booked	11,966	11,137	15,172
Animal Control – Calls for Service	3,854	2,589	2,702
Animal Control – Impounds	741	496	458

The Police Department's performance measures and workload indicators are presented on a calendar year basis.

Budget Narrative

The Fiscal Year 2022-23 budget for the Police Department is an increase of \$2,468,641 or 4.8 percent compared to the adopted budget for Fiscal Year 2021-22. The increase includes salary restorations ending the 5% furlough, which was implemented in FY 20-21 citywide.

Expense by Fund	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
POLICE BY FUNDING SOURCE				
General Fund - 101	\$ 50,525,724	\$ 48,905,944	\$ 51,313,014	\$ 53,471,408
Disaster Fund - 150	3,372,728	665,875	-	-
American Rescue Plan Fund - 204	-	1,066,767	-	-
Supp. Law Enforcement COP Fund - 213	259,785	268,639	277,372	307,229
Narcotics Forfeiture Fund - 217	45,527	129,037	-	80,000
Office of Traffic Safety - 220	166,550	270,455	-	-
Grants - Federal - 230	13,300	241,105	-	-
Grants - State - 231	273,073	378,538	329,813	530,202
Total Police Department	\$ 54,656,688	\$ 51,926,360	\$ 51,920,199	\$ 54,388,840

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
POLICE DEPARTMENT BY PROGRAM				
ADMINISTRATION - 15100				
Administration - 50001				
Salaries and Benefits	\$ 1,807,594	\$ 1,803,603	\$ 1,594,025	\$ 2,511,495
Maintenance and Operations	2,740,035	2,198,743	2,209,090	2,208,052
Fixed Assets	37,740	104,800	2,500	2,500
Subtotal Administration	\$ 4,585,368	\$ 4,107,146	\$ 3,805,615	\$ 4,722,047
Training - 10133				
Salaries and Benefits	\$ 884,517	\$ 828,788	\$ 984,890	\$ 890,151
Maintenance and Operations	141,703	162,507	240,043	247,791
Fixed Assets	-	1,427	2,000	2,000
Subtotal Training	\$ 1,026,220	\$ 992,722	\$ 1,226,933	\$ 1,139,942
Field Area Policing - 10111				
Salaries and Benefits	\$ 20,860,880	\$ 21,759,141	\$ 20,148,509	\$ 20,996,276
Maintenance and Operations	812,958	998,820	834,320	833,320
Fixed Assets	74	10,835	15,400	15,400
Subtotal Field Area Policing	\$ 21,673,912	\$ 22,768,796	\$ 20,998,229	\$ 21,844,996
COVID Vaccination - 52500				
Salaries and Benefits	\$ -	\$ 230,924	\$ -	\$ -
Subtotal COVID Vaccination	\$ -	\$ 230,924	\$ -	\$ -

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
POLICE FIELD OPERATIONS - 15300				
Traffic Enforcement - 10113				
Salaries and Benefits	\$ 4,164,054	\$ 3,879,894	\$ 4,199,375	\$ 4,600,972
Maintenance and Operations	446,160	375,042	588,725	588,725
Fixed Assets	5,054	6,651	20,000	20,000
Subtotal Traffic Enforcement	\$ 4,615,268	\$ 4,261,588	\$ 4,808,100	\$ 5,209,697
Contract and Special Events - 10114				
Salaries and Benefits	\$ 638,047	\$ 290,419	\$ 546,564	\$ 557,291
Subtotal Contract and Special Events	\$ 638,047	\$ 290,419	\$ 546,564	\$ 557,291
Animal Control - 10139				
Salaries and Benefits	\$ 297,599	\$ 226,905	\$ 336,788	\$ 352,871
Maintenance and Operations	23,324	21,908	23,750	23,750
Subtotal Animal Control	\$ 320,924	\$ 248,813	\$ 360,538	\$ 376,621
Office Traffic Safety RAID Grant - 10143				
Maintenance and Operations	\$ 28,082	\$ 19,204	\$ -	\$ -
Subtotal Office Traffic Safety RAID	\$ 28,082	\$ 19,204	\$ -	\$ -
AB 109 Post Release Comm. Sup. - 71019				
Salaries and Benefits	\$ 17,248	\$ 21,548	\$ 25,000	\$ 25,000
Maintenance and Operations	7,797	5,179	8,000	-
Fixed Assets	90,828	(25,500)	26,248	48,953
Subtotal AB 109 Post Release Comm. Sup.	\$ 115,873	\$ 1,227	\$ 59,248	\$ 73,953
2019 Step Grant - 71029				
Salaries and Benefits	\$ 36,110	\$ -	\$ -	\$ -
Subtotal 2019 Step Grant	\$ 36,110	\$ -	\$ -	\$ -
2021 STEP Grant - 71032				
Salaries and Benefits	\$ -	\$ 153,278	\$ -	\$ -
Maintenance and Operations	-	30,909	-	-
Subtotal 2021 Step Grant	\$ -	\$ 184,187	\$ -	\$ -
Orange County Auto Theft Task Force - 71050				
Salaries and Benefits	\$ -	\$ -	\$ -	\$ 253,812
Subtotal 2021 Step Grant	\$ -	\$ -	\$ -	\$ 253,812
Bureau of Justice CESF 2020 - 71105				
Maintenance and Operations	-	87,467	-	-
Subtotal Bureau of Justice CESF 2020	\$ -	\$ 87,467	\$ -	\$ -

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
POLICE SUPPORT SERVICES - 15400				
Administration - 50001				
Salaries and Benefits	\$ 479,581	\$ 613,057	\$ 577,393	\$ 590,260
Maintenance and Operations	206,266	209,800	257,868	305,268
Fixed Assets	13,316	34,149	28,041	28,041
Subtotal Administration	\$ 699,164	\$ 857,006	\$ 863,302	\$ 923,569
Helicopter Patrol - 10112				
Maintenance and Operations	\$ 235,862	\$ 128,772	\$ 310,000	\$ 290,000
Subtotal Helicopter Patrol	\$ 235,862	\$ 128,772	\$ 310,000	\$ 290,000
Crime Investigation - 10120				
Salaries and Benefits	\$ 4,551,979	\$ 4,352,317	\$ 4,760,076	\$ 4,711,931
Maintenance and Operations	114,949	115,627	122,210	120,160
Fixed Assets	5,338	5,308	4,000	4,000
Subtotal Crime Investigation	\$ 4,672,266	\$ 4,473,253	\$ 4,886,286	\$ 4,836,091
2017 Justice Assistance Grant - 70912				
Fixed Assets	\$ -	\$ 21,991	\$ -	\$ -
Subtotal 2017 Justice Assistance Grant	\$ -	\$ 21,991	\$ -	\$ -
2018 Justice Assistance Grant - 70913				
Fixed Assets	\$ -	\$ 25,031	\$ -	\$ -
Subtotal Crime Investigation	\$ -	\$ 25,031	\$ -	\$ -
2019 Justice Assistance Grant - 70914				
Maintenance and Operations	\$ -	\$ 21,696	\$ -	\$ -
Subtotal Crime Investigation	\$ -	\$ 21,696	\$ -	\$ -
Special Investigation Unit - 10127				
Salaries and Benefits	\$ 1,621,486	\$ 1,545,492	\$ 1,709,073	\$ 1,531,873
Maintenance and Operations	93,848	94,954	122,000	122,000
Fixed Assets	45,737	113,761	5,000	85,000
Subtotal Special Investigation Unit	\$ 1,761,071	\$ 1,754,207	\$ 1,836,073	\$ 1,738,873
Records/Information System - 10131				
Salaries and Benefits	\$ 2,093,349	\$ 1,770,924	\$ 2,439,478	\$ 2,368,301
Maintenance and Operations	93,820	93,585	130,975	129,975
Fixed Assets	3,615	-	2,570	2,570
Subtotal Records/Information System	\$ 2,190,784	\$ 1,864,509	\$ 2,573,023	\$ 2,500,846
Crime Scene Investigation/Photos - 10132				
Salaries and Benefits	\$ 560,498	\$ 622,804	\$ 736,025	\$ 829,937
Maintenance and Operations	33,421	29,431	35,340	35,640
Fixed Assets	1,782	29,133	3,000	3,000
Subtotal Crime Scene Investigation/Photos	\$ 595,701	\$ 681,368	\$ 774,365	\$ 868,577

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
POLICE SUPPORT SERVICES - 15400 (Continued)				
Youth Crime Intervention - 10135				
Salaries and Benefits	\$ 1,878,011	\$ 1,792,170	\$ 1,826,839	\$ 1,864,733
Maintenance and Operations	24,716	24,700	27,155	26,545
Fixed Assets	215	-	1,150	1,150
Subtotal Youth Crime Intervention	\$ 1,902,943	\$ 1,816,870	\$ 1,855,144	\$ 1,892,428
Property and Evidence - 10136				
Salaries and Benefits	\$ 467,538	\$ 505,660	\$ 546,716	\$ 518,966
Maintenance and Operations	120,663	134,379	293,250	291,850
Fixed Assets	-	1,742	-	-
Subtotal Property and Evidence	\$ 588,201	\$ 641,781	\$ 839,966	\$ 810,816
Jail - 10137				
Maintenance and Operations	\$ 902,405	\$ 967,855	\$ 928,600	\$ 980,602
Fixed Assets	890	23	1,600	1,600
Subtotal Jail	\$ 903,296	\$ 967,878	\$ 930,200	\$ 982,202
Operations - 51010				
Salaries and Benefits	\$ 3,325,110	\$ 3,621,781	\$ 4,029,932	\$ 4,339,616
Maintenance and Operations	261,951	269,583	254,345	259,945
Fixed Assets	1,955	3,672	2,200	2,200
Subtotal Operations	\$ 3,589,016	\$ 3,895,037	\$ 4,286,477	\$ 4,601,761
Technical Support/Maintenance - 51020				
Salaries and Benefits	\$ 272,742	\$ 283,049	\$ 298,743	\$ 308,265
Maintenance and Operations	183,651	215,864	200,860	200,860
Fixed Assets	81,712	12,005	1,000	1,000
Subtotal Technical Support/Maintenance	\$ 538,106	\$ 510,918	\$ 500,603	\$ 510,125
Emergency Services - 51040				
Salaries and Benefits	\$ 3,329,975	\$ 569,121	\$ 184,763	-
Maintenance and Operations	62,372	97,241	4,205	52,755
Fixed Assets	6,960	8,896	-	-
Subtotal Emergency Services	\$ 3,399,306	\$ 675,258	\$ 188,968	\$ 52,755
2020 STEP Grant - 71031				
Salaries and Benefits	\$ 130,440	\$ 70,317	\$ -	-
Maintenance and Operations	-	15,952	-	-
Subtotal 2020 STEP Grant	\$ 130,440	\$ 86,268	\$ -	\$ -
EMPG - 71300				
Fixed Assets	\$ -	\$ 14,620	\$ -	-
Subtotal EMPG	\$ -	\$ 14,620	\$ -	\$ -

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
POLICE SUPPORT SERVICES - 15400 (Continued)				
Local Emergency Responses - 52100				
Salaries and Benefits	\$ 162,174	\$ 22,492	\$ -	\$ -
Maintenance and Operations	2,223	2,763	-	-
Subtotal Local Emergency Responses	\$ 164,397	\$ 25,255	\$ -	\$ -
Youth Investment Grant - 71350				
Salaries and Benefits	\$ 26,633	\$ 23,022	\$ 24,244	\$ 24,244
Maintenance and Operations	219,700	248,453	246,321	178,193
Subtotal Youth Investment Grant	\$ 246,333	\$ 271,475	\$ 270,565	\$ 202,437
Salaries and Benefits	\$ 47,605,566	\$ 44,987,381	\$ 44,968,433	\$ 47,275,995
Maintenance and Operations	6,755,906	6,570,434	6,837,057	6,895,431
Fixed Assets	295,216	368,544	114,709	217,414
Total Police Department	\$ 54,656,688	\$ 51,926,360	\$ 51,920,199	\$ 54,388,840

*Prop 172 was combined with the General Fund effective Fiscal Year 2020-21

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
POLICE DEPARTMENT BY ACCOUNT: ALL FUNDS				
Salaries and Benefits				
Salaries and Wages	\$ -	\$ -	\$ (3,671,868)	\$ (3,671,868)
Regular Salaries - Sworn	14,240,610	13,865,105	16,407,347	16,687,759
Regular Salaries - Non-Sworn	4,920,685	4,839,403	5,899,356	6,423,378
Regular Salaries - Part-Time	1,526,852	1,569,371	1,231,411	1,178,683
Overtime	3,535,829	2,204,363	1,650,612	1,650,612
Court	-	193,157	-	-
Accrual Payoff - Excess Max.	461,645	462,207	143,828	143,828
Vacation/Comp. Time Cash Out	176,487	98,412	123,280	123,280
Holiday Allowance	405,952	366,951	303,692	307,736
Separation Pay-Off	236,943	152,546	72,956	72,956
Other Compensation	1,729,588	1,746,955	2,016,949	2,049,598
Furloughs	-	793,695	-	-
Cafeteria Plan	4,023,975	4,189,714	5,029,118	5,281,963
Medicare	413,650	386,491	368,446	386,021
Retirement	15,881,704	14,099,856	15,371,406	16,616,548
Executive Prof Development	19,739	19,156	21,900	25,500
Unemployment	449	-	-	-
Workers' Compensation	31,458	-	-	-
Subtotal Salaries & Benefits	\$ 47,605,566	\$ 44,987,381	\$ 44,968,433	\$ 47,275,995
Maintenance and Operations				
Stationery and Office	\$ 76,943	\$ 60,157	\$ 83,700	\$ 83,700
Multi-Media, Promos, Subscript.	66,341	70,039	70,300	70,300
Small Tools and Equipment	25,579	85,747	67,100	67,100
Uniforms and Clothing	144,115	147,433	167,860	197,360
Safety and Health	139,400	414,142	169,450	179,450
Maintenance and Construction	13,020	26,049	15,350	5,350
Electricity - Buildings & Fac.	-	244	-	2,400
Water - Domestic	-	-	-	2,000
Waste Disposal	1,782	2,050	2,100	2,100
Janitorial and Housekeeping	114,523	117,081	121,413	174,413
Postage	1,367	-	-	-
Telephone/Radio/Communications	393,057	394,485	375,300	375,300
Business Meetings	3,089	1,175	12,800	12,800
Mileage Reimbursement	17	-	300	300
Dues and Memberships	4,812	1,917	46,785	45,085
Professional Development	101,700	98,775	178,277	179,977
Buildings and Structures	-	6,499	-	-
Automotive Equipment	(3)	-	-	-
Office Equipment	10,449	11,081	26,500	26,500
Other Equipment	6,230	16,156	13,050	13,050
Consulting	1,368,979	1,384,776	1,499,321	1,475,195
Legal	3,616	5,844	15,000	15,000
Medical and Health Inspection	58,266	92,031	84,500	84,500
Public Safety	459,474	378,704	559,700	559,700

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
POLICE DEPARTMENT BY ACCOUNT: ALL FUNDS				
Maintenance and Operations (Continued)				
External Rent	92,139	108,304	283,000	278,600
Internal Rent Central Services	6,873	5,661	5,303	5,303
Internal Rent Postage	8,542	16,850	8,031	8,031
Internal Rent - Maintenance	384,800	384,800	384,800	384,800
Internal Rent - Repl Cost	400,000	400,000	400,000	400,000
Internal Rent - Fuel	218,080	206,965	190,200	190,200
Internal Rent Genl Liability	544,346	275,647	275,496	275,496
Internal Rent Workers' Comp	2,010,996	1,797,594	1,751,758	1,751,758
Internal Rent Unemployment	29,905	30,365	29,663	29,663
Other Costs	76	213	-	-
Acquisition Costs	13,376	-	-	-
Emergency Protective Measure	54,015	29,647	-	-
Subtotal Maintenance & Operations	\$ 6,755,906	\$ 6,570,434	\$ 6,837,057	\$ 6,895,431
Fixed Assets				
Office Equipment	6,960	-	-	-
Other Equipment	288,256	368,544	114,709	217,414
Subtotal Fixed Assets	\$ 295,216	\$ 368,544	\$ 114,709	\$ 217,414
Total Police Department	\$ 54,656,688	\$ 51,926,360	\$ 51,920,199	\$ 54,388,840

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
POLICE DEPARTMENT BY ACCOUNT: GENERAL FUND ONLY				
Salaries and Benefits				
Salaries and Wages	\$ -	\$ -	\$ (3,671,868)	\$ (3,671,868)
Regular Salaries - Sworn	14,056,375	13,413,023	16,262,406	16,413,312
Regular Salaries - Non-Sworn	4,897,648	4,753,770	5,899,356	6,423,378
Regular Salaries - Part-Time	1,521,478	1,533,425	1,231,411	1,178,683
Overtime	3,171,648	1,794,769	1,604,436	1,604,436
Accrual Payoff - Excess Max.	457,024	456,594	138,828	138,828
Vacation/Comp. Time Cash Out	174,656	98,412	123,280	123,280
Holiday Allowance	403,692	365,318	303,692	303,985
Separation Pay-Off	236,943	152,546	72,956	72,956
Other Compensation	1,712,982	1,728,272	2,001,473	2,017,439
Cafeteria Plan	3,991,293	4,118,890	5,006,070	5,230,344
Medicare	405,814	366,169	366,471	381,872
Retirement	12,749,238	13,968,864	15,281,406	16,423,565
Executive Prof Development	19,669	19,103	21,900	25,500
Subtotal Salaries & Benefits	\$ 43,798,459	\$ 42,769,155	\$ 44,641,817	\$ 46,665,709
Maintenance and Operations				
Stationery and Office	\$ 76,943	\$ 60,157	\$ 83,700	\$ 83,700
Multi-Media, Promos, Subscript.	66,341	70,039	70,300	70,300
Small Tools and Equipment	25,470	84,663	67,100	67,100
Uniforms and Clothing	142,046	133,136	167,860	197,360
Safety and Health	139,400	212,259	169,450	179,450
Maintenance and Construction	13,020	26,049	15,350	5,350
Electricity - Buildings & Fac.	-	244	-	2,400
Water - Domestic	-	-	-	2,000
Waste Disposal	1,782	2,050	2,100	2,100
Janitorial and Housekeeping	114,523	117,081	121,413	174,413
Postage	1,367	-	-	-
Telephone/Radio/Communications	393,057	394,485	375,300	375,300
Business Meetings	3,089	1,175	12,800	12,800
Mileage Reimbursement	17	-	300	300
Dues and Memberships	4,812	1,917	46,785	45,085
Professional Development	97,660	98,563	178,277	179,977
Buildings and Structures	-	6,499	-	-
Automotive Equipment	(3)	-	-	-
Office Equipment	10,449	11,081	26,500	26,500
Other Equipment	6,230	16,156	13,050	13,050
Consulting	1,150,882	1,067,148	1,245,000	1,297,002
Legal	3,616	5,844	15,000	15,000
Medical and Health Inspection	58,266	92,031	84,500	84,500
Public Safety	459,474	363,428	559,700	559,700
External Rent	92,139	108,304	283,000	278,600
Internal Rent Central Services	6,873	5,661	5,303	5,303
Internal Rent Postage	8,542	16,850	8,031	8,031

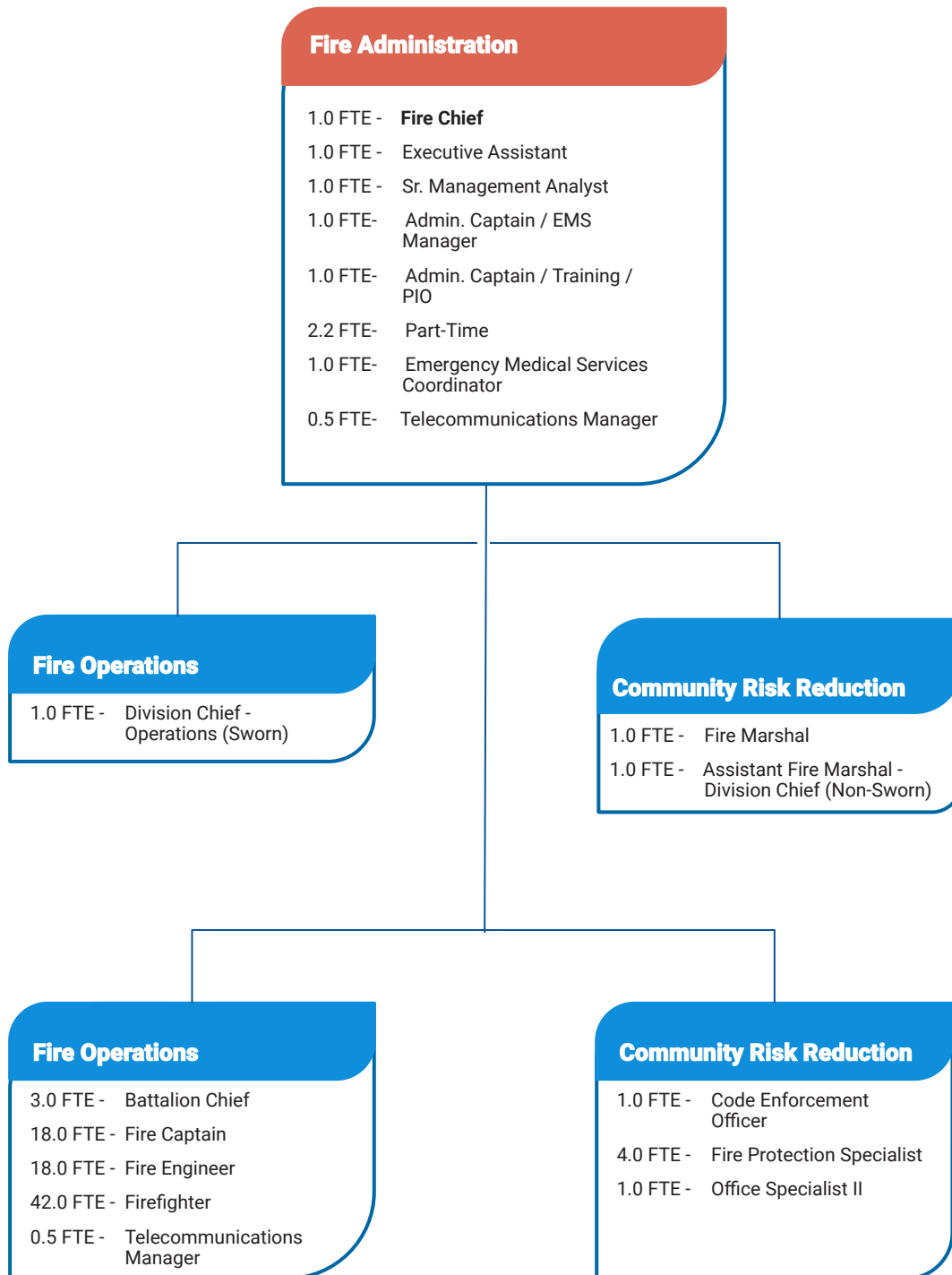
From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
POLICE DEPARTMENT BY ACCOUNT: GENERAL FUND ONLY				
Maintenance and Operations (Continued)				
Internal Rent - Maintenance	384,800	384,800	384,800	384,800
Internal Rent - Repl Cost	400,000	400,000	400,000	400,000
Internal Rent - Fuel	218,080	206,965	190,200	190,200
Internal Rent Genl Liability	544,346	275,496	275,496	275,496
Internal Rent Workers' Comp	2,010,996	1,751,758	1,751,758	1,751,758
Internal Rent Unemployment	29,905	29,663	29,663	29,663
Other Costs	76	144	-	-
Acquisition Costs	13,376	-	-	-
Subtotal Maintenance & Operations	\$ 6,477,576	\$ 5,943,647	\$ 6,582,736	\$ 6,717,238
Fixed Assets				
Office Equipment	6,960	-	-	-
Other Equipment	242,730	193,142	88,461	88,461
Subtotal Fixed Assets	\$ 249,690	\$ 193,142	\$ 88,461	\$ 88,461
Total Police Department	\$ 50,525,724	\$ 48,905,944	\$ 51,313,014	\$ 53,471,408



**Fire and Rescue
Department**

Fire and Rescue



The Fire and Rescue Department is a public safety function that protects life, property and the environment through its mitigation, prevention, preparedness, response, and recovery services.

The Department is budgeted for 95 full-time staff members; 84 sworn positions and 11 non-sworn positions. Part-time staffing consists of 2.25 full-time equivalents to serve within the three divisions. The three divisions are Fire Administration, Fire/Rescue/Emergency Medical Services, and Community Risk Reduction

The Fire Operations Division provides response services and staffs six fire stations, 24 hours a day, seven days a week, 365 days a year. The Community Risk Reduction Division provides life and fire safety planning, inspection, preparedness, and overall community risk reduction. Both divisions are supported by the Fire Administration division.

Fire Administration – 16100

Administration – 50001

The Administration Division is responsible for the delivery of all staff and support services, working towards the most effective and efficient operations of the department. Among these services, the division provides direction for strategic, operational, and emergency planning; establishes department policies and procedures; coordinates internal functions of all divisions, programs, and external functions with other City departments and community organizations; develops and manages the budget; provides oversight and coordination for department training and education; represents the department on countywide fire/rescue/emergency medical services committees; coordinates ordering and purchasing; manages the department's human resources; manages the department's records and reports; performs additional functions and duties as needed by the City Manager.

Fire Operations – 16200

Fire/Rescue Operations – 10210

The Operations Division manages Fire, Rescue and Emergency Medical Services and maintains constant readiness to answer calls for assistance from the citizens and visitors of the community. The Division is also tasked with rapid response to life, health, fire, rescue, and environmental emergencies, as well as the protection of property, fire cause and origin determination, and life safety inspections and education. In addition, the fire companies are involved in comprehensive building and fire protection systems inspections, including the high-rise buildings in the South Coast Metro area and South Coast Plaza.

Emergency Medical Services – 10230

The Emergency Medical Services Division manages, supervises, and provides the functions required to support these services including; emergency planning, communications, training and education, equipment maintenance and repair, supplies, records, and quality control. Pre-hospital advanced life support (ALS) and basic life support (BLS) is provided by a combination of Paramedic Engine Companies, Truck Companies and Rescue Ambulances, including an innovative ambulance transportation program.

Community Risk Reduction – 16300

Community Risk Reduction – 10220

The Community Risk Reduction Division develops and enforces local fire, life safety, property, and environmental protection standards; enforces state adopted fire and life safety codes; reviews building construction plans; conducts building construction and business inspections; investigates citizen complaints; serves on city-wide committees related to development review, group homes, homeless outreach, and marijuana business'; provides training to department personnel in regard to fire and life safety codes; assists professional trades with technical fire code requirements and department community education efforts. Develops, provides, and coordinates community preparedness activities including, volunteer, outreach, education, training, and response programs including; Business Preparedness Academies and Community Emergency Response Team Academies and embracing an overall strategy of community risk reduction.

Fiscal Year 2021-2022 Accomplishments











- CMFR continued to strongly navigate through COVID-19; including the leadership and management of the Vaccination POD Supersite located at the OC Fairgrounds
- Multiple individuals completed their Battalion Chief, Captain, and/or Fire Engineer CMFR Certification Task Book
- Provided community engagement and service to the community at the highest level with emphasis of serving with Respect, Integrity and Compassion
- Applied for and received one new assignment of a Cal OES Type 6 Fire Engine (1607); a third Cal OES resource for CMFR
- Responded to a total of 13,420 emergency incidents in the 2021 calendar year
- Continued with successful cost recovery programs; Ambulance Transportation Program brought in over \$3 million in cost recovery funds
- Held promotional exams for both Engineer and Captains
- CMFR continued to demonstrate strong leadership, professional development and succession planning at the local, state and regional level
- CMFR's social media followers increased cumulatively by 9%
- Compiled and published CMFR's 2021 Annual Report

Fiscal Year 2022-2023 Goals

- Secure additional resources to further develop and to properly support and sustain CMFR's expanding EMS section, including our Ambulance Program, Quality Assurance and EMS Technology Programs
- Complete the CMFR Standards of Cover (SOC) and Community Risk Assessment (CRA)
- Initiate a new community based 5-Year Strategic Plan
- Complete updating the department's ISO rating process
- Initiate the department's first Comprehensive Accreditation Process
- Complete the build process and place into service a new Tiller Truck and Fire Engine
- Complete the construction design phase of rebuilding Fire Station no. 2
- Complete the design and construction phases of CMFR's Regional Fire and Training Facility
- Initiate the process of replacing the fleet of rescue ambulances
- Re-evaluate CMFR's accident cost recovery programs, as such aligns with the City's current fee schedule study
- Complete a Firefighter and a Firefighter/Paramedic recruitment
- Continue to assess the best future options for CMFR and the Emergency Communications Center (ECC), dispatch and CAD
- Continue to explore innovative technology solutions

Goals and Objectives

The goals and objectives of the Fire and Rescue Department were developed in alignment with the City Council’s priorities.

		 Quality Recruitment	 Fiscally Sustainable	 Safe Community	 Environmental Sustainability	 Housing Commitments
GOALS AND OBJECTIVES						
1	Secure additional resources to further develop and to properly support and sustain CMFR’s expanding EMS section, including our Ambulance Program, Quality Assurance and EMS Technology Programs	✓	✓	✓		
2	Complete the CMFR Standards of Cover (SOC) and Community Risk Assessment (CRA)	✓		✓		
3	Initiate a new community based 5-Year Strategic Plan	✓	✓	✓		
4	Complete updating the department’s ISO rating process	✓	✓	✓		
5	Initiate the department’s first Comprehensive Accreditation Process	✓	✓	✓		
6	Complete the build process and place into service a new Tiller Truck and Fire Engine	✓	✓	✓		
7	Complete the construction design phase of rebuilding Fire Station no. 2	✓	✓	✓		
8	Complete the design and construction phases of CMFR’s Regional Fire and Training Facility	✓	✓	✓	✓	
9	Initiate the process of replacing the fleet of rescue ambulances	✓	✓	✓	✓	
10	Re-evaluate CMFR’s accident cost recovery programs (aligns with the City’s current fee schedule study)		✓	✓		
11	Complete a Firefighter and a Firefighter/Paramedic recruitment	✓	✓	✓		
12	Continue to assess the best future options for CMFR and the Emergency Communications Center (ECC), dispatch and CAD	✓	✓	✓		
13	Continue to explore innovative technology solutions	✓	✓	✓	✓	

Performance Measures/Workload Indicators:

	2019	2020	2021
Calls For Service			
Fire Incidents	245	246	222
EMS	9,454	8,960	10,055
Service Calls	461	398	530
False Calls	477	469	442
Comm. Risk Reduction Plan Checks			
Fire Systems Plans	424	296	260
Architectural Plans	340	195	325
Inspections			
Fire Prevention Inspections	4,500	779**	**789
Sprinklers	486	368	292
Life Safety	318	187	318
Fire Prevention Intern Program			
Hours worked	2,340	2,224	1,162
Re-inspection for compliance	382	384	244
Fire permit inspection/issued	438	552	672
Community Education Programs			
CPR in High Schools	972	40	-
Station and Engine Tours (participants)	1,274	2,345	-
Special Events	31	6	14
Volunteer Hours - CERT	10,003	5,391	3,672
Presentations (participants)	24,317	6,843	9,500

*The Fire and Rescue Department’s performance measures and workload indicators are presented on a calendar year basis.

**2021/2022 Company inspections experienced limitations and were restricted to only those required by State mandate to limit first responder exposure to COVID-19.

Budget Narrative

The Fiscal Year 2022-23 budget for the Fire and Rescue Department is an increase of \$2.4 million or 8 percent compared to the adopted budget for Fiscal Year 2021-22. The increase is primarily due to the reinstatement of the 5% staff furloughs, filling vacancies and reclassing positions.

Expense by Fund	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
FIRE AND RESCUE DEPARTMENT BY FUNDING SOURCE				
General Fund - 101	\$ 28,865,368	\$ 29,042,315	\$ 30,142,203	\$ 32,518,135
Disaster Fund - 150	155,445	288,481	-	-
American Rescue Plan Fund - 204	-	418,597	-	-
Total Fire and Rescue Department	\$ 29,020,814	\$ 29,749,393	\$ 30,142,203	\$ 32,518,135

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
FIRE AND RESCUE DEPARTMENT BY PROGRAM				
ADMINISTRATION - 16100				
Fire Administration - 50001				
Salaries and Benefits	\$ 1,869,941	\$ 2,092,303	\$ 1,795,465	\$ 2,038,375
Maintenance and Operations	920,216	896,437	950,142	950,142
Subtotal Fire Administration	\$ 2,790,157	\$ 2,988,741	\$ 2,745,607	\$ 2,988,517
Emergency Services - 51040				
Salaries and Benefits	\$ 86,909	\$ 168,850	\$ -	\$ -
Maintenance and Operations	67,888	16,075	-	-
Subtotal Emergency Services	\$ 154,797	\$ 184,925	\$ -	\$ -
Local Emergency Responses - 52100				
Salaries and Benefits	\$ 648	\$ -	\$ -	\$ -
Subtotal Local Emergency Responses	\$ 648	\$ -	\$ -	\$ -
FIRE OPERATIONS - 16200				
Response and Control - 10210				
Salaries and Benefits	\$ 21,464,289	\$ 20,951,045	\$ 22,097,542	\$ 24,049,064
Maintenance and Operations	1,300,446	1,461,754	1,365,200	1,365,200
Fixed Assets	3,341	38,280	25,000	25,000
Subtotal Response and Control	\$ 22,768,076	\$ 22,451,079	\$ 23,487,742	\$ 25,439,264
Emergency Medical Aid - 10230				
Maintenance and Operations	2,366,472	2,253,133	2,558,905	2,558,600
Fixed Assets	5,763	2,376	10,000	10,000
Subtotal Emergency Medical Aid	\$ 2,372,234	\$ 2,255,509	\$ 2,568,905	\$ 2,568,600

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
COMMUNITY RISK REDUCTION - 16300				
Fire Prevention - 10220				
Salaries and Benefits	\$ 745,618	\$ 831,434	\$ 1,153,084	\$ 1,328,413
Maintenance and Operations	189,282	104,534	186,865	193,340
Subtotal Fire Prevention	\$ 934,900	\$ 935,968	\$ 1,339,949	\$ 1,521,753
TOTAL FIRE AND RESCUE DEPARTMENT				
Salaries and Benefits	\$ 24,167,405	\$ 24,943,737	\$ 25,046,091	\$ 27,415,853
Maintenance and Operations	4,844,305	4,764,999	5,061,112	5,067,282
Fixed Assets	9,104	40,656	35,000	35,000
Total Fire and Rescue Department	\$ 29,020,814	\$ 29,749,393	\$ 30,142,203	\$ 32,518,135

*Prop 172 was combined with the General Fund effective Fiscal Year 2020-21

**From Fiscal Year 2019-2020
Through Fiscal Year 2022-2023**

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
FIRE AND RESCUE DEPARTMENT BY ACCOUNT: ALL FUNDS				
Salaries and Benefits				
Regular Salaries - Sworn	\$ 8,969,483	\$ 8,951,767	\$ 9,410,040	\$ 9,709,734
Regular Salaries - Non-Sworn	567,750	551,110	850,528	1,165,778
Regular Salaries - Part-Time	188,466	257,433	153,957	73,312
Overtime	3,111,981	3,114,172	2,015,000	2,015,000
Court	-	62,844	-	-
Accrual Payoff - Excess Max.	61,623	70,075	32,600	32,600
Vacation/Comp. Time Cash Out	87,080	86,143	51,800	51,800
Holiday Allowance	452,562	359,021	410,215	580,985
Separation Pay-Off	29,749	108,872	41,400	41,400
Other Compensation	677,201	684,468	740,385	793,273
Furloughs	-	230,932	-	-
Cafeteria Plan	2,109,177	1,895,700	2,404,633	2,567,081
Medicare	215,434	214,633	167,747	178,887
Retirement	7,681,352	8,341,554	8,751,786	10,188,100
Longevity	3,412	3,610	3,600	4,404
Executive Prof Development	12,134	11,403	12,400	13,500
Subtotal Salaries & Benefits	\$ 24,167,405	\$ 24,943,737	\$ 25,046,091	\$ 27,415,853
Maintenance and Operations				
Stationery and Office	\$ 14,211	\$ 13,300	\$ 12,000	\$ 12,000
Multi-Media, Promos, Subscript.	37,326	34,351	20,100	20,100
Small Tools and Equipment	40,539	64,295	72,900	72,900
Uniforms and Clothing	142,997	275,071	156,500	156,500
Safety and Health	253,301	279,740	333,000	333,000
Maintenance and Construction	69,033	46,055	32,500	32,500
Waste Disposal	-	-	1,500	1,500
Janitorial and Housekeeping	10,434	831	13,200	13,200
Postage	170	-	-	-
Telephone/Radio/Communications	72,033	101,871	72,500	72,500
Business Meetings	2,724	1,025	4,100	4,100
Dues and Memberships	3,007	4,760	5,208	6,803
Professional Development	75,992	80,582	140,196	144,771
Buildings and Structures	-	160	2,500	2,500
Landscaping and Sprinklers	-	110	500	500
Automotive Equipment	449	-	-	-
Office Equipment	2,143	905	2,700	2,700
Other Equipment	13,029	17,771	24,000	24,000
Consulting	42,177	16,343	75,000	75,000
Engineering and Architectural	148,307	71,688	142,000	142,000
Financial & Information Svcs.	145,730	162,225	240,000	240,000
Medical and Health Inspection	60	-	5,000	5,000
Public Safety	1,850,000	1,705,569	1,850,000	1,850,000
External Rent	3,927	1,943	-	-

**From Fiscal Year 2019-2020
Through Fiscal Year 2022-2023**

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
FIRE AND RESCUE DEPARTMENT BY ACCOUNT: ALL FUNDS				
Maintenance and Operations (Continued)				
Internal Rent Central Services	9,553	4,720	14,958	14,958
Internal Rent Postage	2,522	1,431	2,744	2,744
Internal Rent - Maintenance	355,900	355,900	355,900	355,900
Internal Rent - Repl Cost	511,500	518,500	511,500	511,500
Internal Rent - Fuel	193,563	196,500	193,400	193,400
Internal Rent Genl Liability	213,400	213,400	213,400	213,400
Internal Rent Workers' Comp	536,100	536,100	536,100	536,100
Internal Rent Unemployment	12,206	12,206	12,206	12,206
Taxes and Assessments	13,757	13,757	13,900	13,900
Other Costs	342	240	1,600	1,600
Emergency Protective Measure	67,873	33,654	-	-
Subtotal Maintenance & Operations	\$ 4,844,305	\$ 4,764,999	\$ 5,061,112	\$ 5,067,282
Fixed Assets				
Office Furniture	\$ -	\$ 3,179	\$ -	\$ -
Other Equipment	9,104	37,478	35,000	35,000
Subtotal Fixed Assets	\$ 9,104	\$ 40,656	\$ 35,000	\$ 35,000
Total Fire and Rescue Department	\$ 29,020,814	\$ 29,749,393	\$ 30,142,203	\$ 32,518,135

*Includes Ambulance Program Contractual Services.

**From Fiscal Year 2019-2020
Through Fiscal Year 2022-2023**

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
FIRE AND RESCUE DEPARTMENT BY ACCOUNT: GENERAL FUND ONLY				
Salaries and Benefits				
Regular Salaries - Sworn	\$ 8,950,254	\$ 8,741,598	\$ 9,410,040	\$ 9,709,734
Regular Salaries - Non-Sworn	536,455	523,883	850,528	1,165,778
Regular Salaries - Part-Time	179,098	257,294	153,957	73,312
Overtime	3,100,709	3,022,707	2,015,000	2,015,000
Accrual Payoff - Excess Max.	61,623	70,075	32,600	32,600
Vacation/Comp. Time Cash Out	87,080	86,143	51,800	51,800
Holiday Allowance	452,562	359,021	410,215	580,985
Separation Pay-Off	29,749	108,872	41,400	41,400
Other Compensation	677,201	684,240	740,385	793,273
Cafeteria Plan	2,098,739	1,860,417	2,404,633	2,567,081
Medicare	214,338	209,916	167,747	178,887
Retirement	7,676,492	8,331,347	8,751,786	10,188,100
Longevity	3,412	3,610	3,600	4,404
Executive Prof Development	12,134	11,403	12,400	13,500
Subtotal Salaries & Benefits	\$ 24,079,848	\$ 24,270,527	\$ 25,046,091	\$ 27,415,853
Maintenance and Operations				
Stationery and Office	\$ 14,211	\$ 13,300	\$ 12,000	\$ 12,000
Multi-Media, Promos, Subscript.	37,326	34,351	20,100	20,100
Small Tools and Equipment	40,539	64,295	72,900	72,900
Uniforms and Clothing	142,997	275,071	156,500	156,500
Safety and Health	253,301	279,740	333,000	333,000
Maintenance and Construction	69,033	46,055	32,500	32,500
Waste Disposal	-	-	1,500	1,500
Janitorial and Housekeeping	10,434	831	13,200	13,200
Postage	170	-	-	-
Telephone/Radio/Communications	72,033	101,871	72,500	72,500
Business Meetings	2,724	1,025	4,100	4,100
Dues and Memberships	3,007	4,760	5,208	6,803
Professional Development	75,992	80,582	140,196	144,771
Buildings and Structures	-	160	2,500	2,500
Landscaping and Sprinklers	-	110	500	500
Automotive Equipment	449	-	-	-
Office Equipment	2,143	905	2,700	2,700
Other Equipment	13,029	17,771	24,000	24,000
Consulting	42,177	16,343	75,000	75,000
Engineering and Architectural	148,307	71,688	142,000	142,000
Financial & Information Svcs.	145,730	162,225	240,000	240,000
Medical and Health Inspection	60	-	5,000	5,000
Public Safety	1,850,000	1,705,569	1,850,000	1,850,000
External Rent	3,927	1,943	-	-

**From Fiscal Year 2019-2020
Through Fiscal Year 2022-2023**

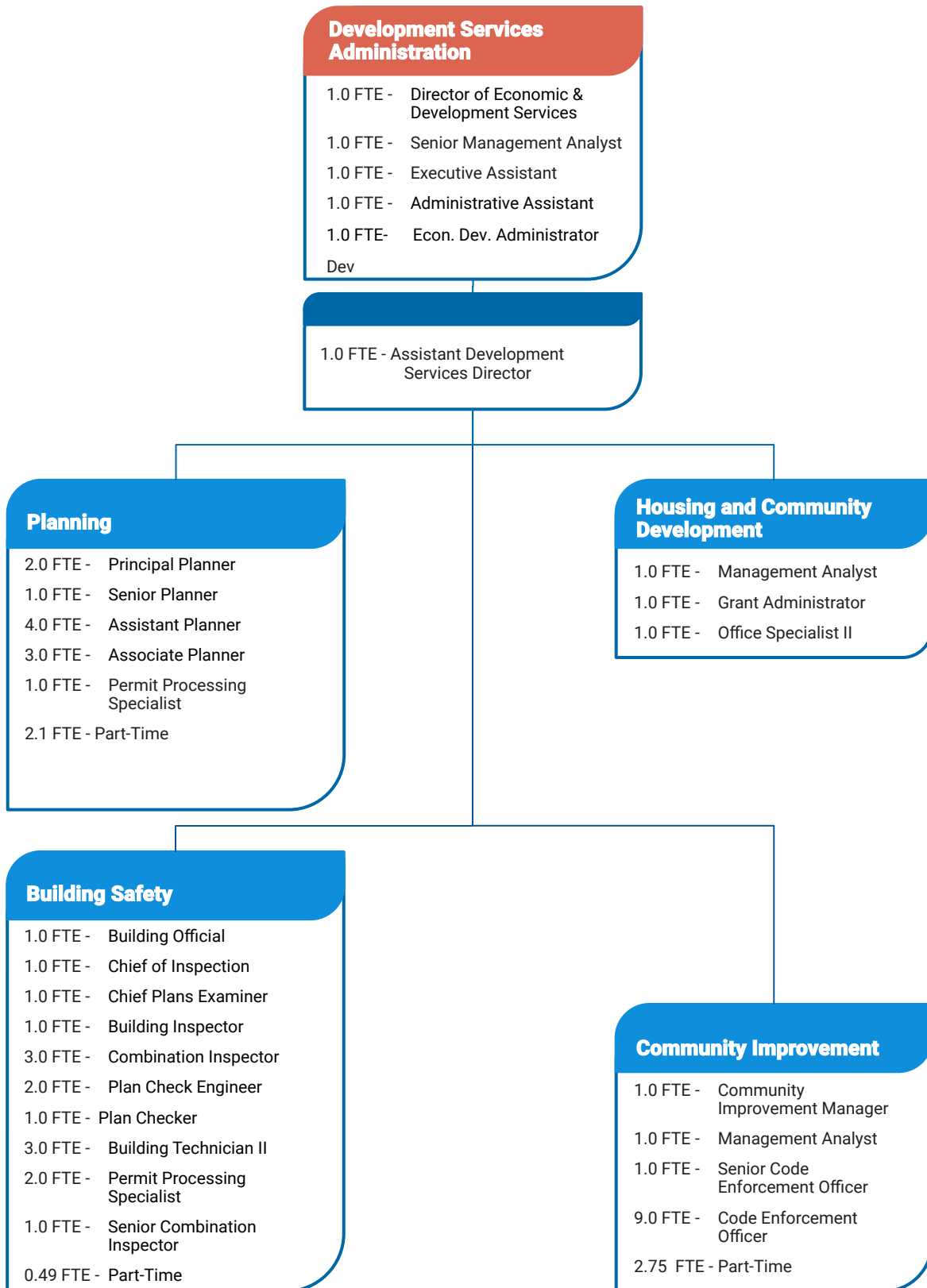
Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
FIRE AND RESCUE DEPARTMENT BY ACCOUNT: GENERAL FUND ONLY				
Maintenance and Operations (Continued)				
Internal Rent Central Services	9,553	4,720	14,958	14,958
Internal Rent Postage	2,522	1,431	2,744	2,744
Internal Rent - Maintenance	355,900	355,900	355,900	355,900
Internal Rent - Repl Cost	511,500	518,500	511,500	511,500
Internal Rent - Fuel	193,563	196,500	193,400	193,400
Internal Rent Genl Liability	213,400	213,400	213,400	213,400
Internal Rent Workers' Comp	536,100	536,100	536,100	536,100
Internal Rent Unemployment	12,206	12,206	12,206	12,206
Taxes and Assessments	13,757	13,757	13,900	13,900
Other Costs	327	26	1,600	1,600
Subtotal Maintenance & Operations	\$ 4,776,417	\$ 4,731,131	\$ 5,061,112	\$ 5,067,282
Fixed Assets				
Office Furniture	-	3,179	-	-
Other Equipment	9,104	37,478	35,000	35,000
Subtotal Fixed Assets	\$ 9,104	\$ 40,656	\$ 35,000	\$ 35,000
Total Fire and Rescue Department	\$ 28,865,368	\$ 29,042,315	\$ 30,142,203	\$ 32,518,135

*Includes Ambulance Program Contractual Services.



**Development Services
Department**

Development Services Department



The Development Services Department implements community development programs and functions. The Department has 48 full-time positions and 5.34 full-time equivalents. The Department comprises five divisions; each division allocated into different programs. The five divisions are as follows:

- Administration
- Planning
- Building Safety
- Community Improvement
- Housing and Community Development

Development Services Administration – 18100

Development Services Administration – 50001

Directs and coordinates the Department's activities; provides support to the City Manager; and serves as a liaison to the City Council, Planning Commission, Housing and Public Service Grant Committee, Mobile Home Park Advisory Committee, Successor Agency, Oversight Board, and Costa Mesa Housing Authority.

Economic Development – 20370

Focuses on attraction and retention of key businesses in Costa Mesa and works closely with the Costa Mesa Chamber of Commerce and Travel Costa Mesa Conference and Visitor Bureau to promote the City. Activities include streamlining application and approval processes, marketing Costa Mesa on a regional and nationwide basis, improving the business climate within the City, facilitating the expansion of existing companies, and assisting new companies with relocating to Costa Mesa. The Economic Development program promotes a business-friendly atmosphere from very low business license fees to expedited services to facilitate business establishment.

Planning – 18200

Planning – 20320

Responsible for implementing the Zoning Code and the goals, policies, and objectives of the City's General Plan. Planning staff provide comprehensive City planning services in both long-range planning and development review. The division's role is to promote quality of life in the city and maintain the public health, safety, and general welfare of its business and residential communities. The Planning Division supports City decision-makers including the Director of Economic and Development Services, City Manager, Zoning Administrator, Planning Commission and City Council. Planning staff maintain, update and implement the City's General Plan, Specific Plans, Area Plans, and Zoning Ordinance to ensure consistency with legislative mandates and respond to the needs of the community. The Planning team promotes balanced development patterns through the oversight of land use entitlement requests for private development projects; provides high-quality customer service to Costa Mesa residents and businesses; tracks and reports on socio-economic and demographic trends; and coordinates with State and regional planning agencies including the State Department of Housing and Community Development and the Southern California Association of Governments.

Planning Commission – 20360

Provides staff support to the Planning Commission: a seven-member advisory board to the City Council on land use and community development issues and applications. The Planning Commission decides on discretionary planning applications (e.g. conditional use permits, variances, master plans, design reviews, subdivision maps, and residential developments). As an advisory body to the City Council, the Planning Commission also makes recommendations to the City Council regarding re-zones, General Plan amendments, Zoning Code amendments, Specific Plans and other planning and land development matters.

Building Safety – 18300

Permit & Plan Check Services – 20410

Provides local enforcement of mandatory State building standards codes and the Costa Mesa Municipal Code related to the construction, modification, use, and occupancy of private and public buildings and properties. Also provides permit issuance and plan check services for new construction and the modification of existing structures. Oversees the routing of plans and coordination of approvals with other divisions and City departments, and calculates and collects permit and development related fees.

Inspection Services – 20410

Provides inspection of building construction and alterations for compliance with State building standards, codes, and the Costa Mesa Municipal Code related to the construction, modification, use, and occupancy of private and public buildings and properties. Inspection services enforce codes that establish minimum requirements to safeguard the public health, safety and general welfare; to provide access to persons with disabilities; to promote energy conservation; and a reasonable level of safety to emergency responders during emergency operations. Conducts damage assessments and determines building safety following a major disaster such as an earthquake; and investigates building construction, illegal conversions, disabled access and other building-related complaints generated by the public.

Community Improvement – 18400

The Community Improvement Division works in partnership with the public to promote and maintain a safe and desirable living and working environment by applying the division's resources to respond to City Council priorities and to complaints generated by the public.

Code Enforcement – 20350

Provides strategic enforcement of the Municipal Code related to land use, building construction, building occupancy, private property maintenance, and signage. Also responsible for the enforcement of zoning regulations and operating requirements for group homes, residential care facilities, and offsite service providers. Performs lodging inspections in conjunction with the Orange County Health Department. Inspects the City's stock of lodging establishments for compliance with the Municipal Code, State Health & Safety laws, and other concerns that often lead to blighted conditions at these locations. Responsible for the enforcement of the City's zoning regulations and operating requirements for cannabis uses, including nuisance abatement for any use, structure, or property used for these operations, in close collaboration with the Police Department and State of California's Bureau of Cannabis Control.

Cannabis Business Permitting/Inspections – 20350

The Community Improvement Division, in coordination with the Planning Division and other City Departments, permits, inspects, monitors and enforces local cannabis business regulations. The division performs routine inspections of City-approved cannabis businesses in close coordination with the Police Department and the State of California's Bureau of Cannabis Control to ensure such facilities maintain compliance with applicable regulations.

Housing And Community Development – 11310/11320

Public Works Programs – 20421

The Housing and Community Development division (HCD) solicits public service subrecipient grant applicants for HUD-qualified activities and reviews, recommends, and presents preliminary applications to the Housing and Public Service Grants Ad-hoc Committee for recommendation to the City Council. HCD staff coordinates and implements public service grants allocated by the City Council and funded through the Community Development Block Grant Program (CDBG) program. Public service grants are awarded to nonprofit agencies that provide services such as:

homelessness prevention; homeless services; youth, senior and disabled services; and other eligible uses through the City's annual CDBG funding allocation. The City contracts with the Fair Housing Foundation to provide fair housing services to the community. HCD staff monitors all subrecipients to ensure compliance and performance.

Single Family Housing Rehabilitation – 20422

HCD promotes the HUD-funded Single Family Housing Rehabilitation program for eligible, very low-income, single-family Costa Mesa homeowners by providing technical assistance to program participants including how to apply for grants (up to \$15,000) and/or zero percent loans (up to \$50,000). Property rehabilitation includes interior and exterior residential property improvements addressing basic Zoning and Building Code violations, lead-based paint hazards, and other non-luxury repairs. HCD staff perform income qualification, coordinates homeowner work documentation, loan documentation, ongoing loan management and monitoring, processes requests for loan refinance, loan subordination and loan payoff, and conducts compliance monitoring through the life of each loan.

CDBG Administration – 20427

HCD oversees the preparation and implementation of the federally-required Consolidated Plan, adopted in five-year intervals as well as annual reviews to ensure CDBG-funded programs and projects comply with the goals of the plan. Additionally, HCD provides technical assistance to government and nonprofit service providers; administers and coordinates the City's federally-funded CDBG programs and capital improvement projects as approved by the City Council; and assures that subrecipients receiving grant funding maintain HUD compliance. Included in administration of these programs are community outreach, coordination with other City divisions and departments, providing technical assistance in meeting HUD requirements, reviewing projects submitted for compliance with HUD requirements, presentation of CDBG programs to the City Council and coordination of progress reporting requirements on all projects undertaken.

HOME Administration – 20440

HCD coordinates and implements the City's federally-funded HOME programs, as approved by the City Council to enhance decent housing and suitable living environments for low and moderate-income residents. HCD staff prepares, reviews, implements, and provides updated recommendations to the City Council, as needed, to be consistent with City goals and objectives, and HUD regulations. Additionally, HCD oversees the preparation and implementation of the federally required Consolidated Plan, adopted in five-year intervals, as well as annual reviews to ensure HOME-funded programs and projects comply with the goals of the plan.

HOME Projects – 20445

HCD supports and presents HOME Projects for review and approval by the City Council and monitors and ensures compliance with regulatory reporting requirements for the City's affordable housing projects funded with HOME grant funds.

Tenant Based Rental Assistance – 20448

Tenant-Based Rental Assistance (TBRA) is an activity that is eligible for HOME funding. HOME funds may be used to provide rental assistance to help pay a portion of the cost of monthly rent and tenant-paid utility costs and to pay security deposit assistance to tenants. Utility deposit assistance may be provided in conjunction with rental assistance subsidy or security deposit assistance and cannot be a standalone TBRA activity. The TBRA program is a pilot program implemented in coordination with a local community-based nonprofit partner.

Fiscal Year 2021-2022 Accomplishments

- Successfully pivoted from a remote work environment, to alternating shifts, to standard work operations during the COVID-19 pandemic while maintaining customer service levels and offering online plan submittals and a new customer appointment system
- Processed over 120 Zoning Administrator, Planning Commission and City Council agenda items for new businesses and housing opportunities in the City
- Launched the City's retail cannabis application portal and initiated processing of over 60 cannabis applications pursuant to voter-approved Measure Q
- Offered next business day building safety inspections despite significant staffing challenges and permitted a significant number of new commercial, industrial and housing projects throughout the City including: LUX and Halcyon House (Symphony) Apartment Communities, VANS headquarters expansion, Orange County Museum of Art construction, the new Target on 17th Street, and completion of the first five phases of the Anduril Industries office campus project located at the former LA Times site including permitting for a new parking structure and a 200,000-square-foot research and development facility
- Completed the 2021-2029 Housing Element Update following a multi-year community outreach and planning effort addressing a significant RHNA housing unit allocation of 11,760 units
- Initiated preparation of a City-wide inclusionary housing ordinance, initiated land planning for an affordable senior housing project at the City's Senior Center site, and coordinated submittal of a Homekey application to fund a motel conversion to permanent supportive housing at the City's Motel 6 site
- Initiated preparation of the City's first Economic Development Strategic Plan, with completion slated for FY 22-23 and continued to assist local businesses in recovering from COVID-19 impacts through the Costa Mesa Business Assistance Collaborative and ongoing business support efforts
- Continued a multi-year process for launch of a new integrated Land Management System, slated for completion in FY 22-23. The system will replace a 20-year-old technology that is no longer supported and will provide improved accuracy, efficiency, transparency, and customer service
- The Community Improvement Division staff responded to approximately 1,000 complaints this year, including COVID-related public health safety complaints and seven cases for illegal marijuana dispensaries which led to the closure of those unpermitted operations in residential and commercial zones
- The Community Improvement Division actively enforced the City's Group Home Ordinances resulting in the closure of 8 unpermitted locations and the Short Term Rental Ordinances resulting in the closure of 10 unpermitted locations











Fiscal Year 2022-2023 Goals

- Assist a high volume of customers at the Planning and Building counters with minimal wait times and a high level of customer satisfaction
- Complete land planning for an affordable senior housing project at the City's Senior Center site
- Maintain timely permit, plan check and inspection services for the public and enhance and expedite online and over the counter services and permits
- Complete an Inclusionary Housing Ordinance for City Council consideration
- Manage a high volume of development applications, while promoting high-quality neighborhoods and businesses in Costa Mesa by providing the public and decision-makers with high quality, professional staff reports, recommendations, and materials
- Fill vacant positions and continue long-term resource and succession planning to ensure adequate staffing and training to excellent customer service
- Complete the City's first Economic Development Strategic Plan by continuing to promote business development, community engagement, and retention of high-quality businesses and jobs in Costa Mesa
- Continue streamlining cannabis business processes, outreach to local businesses through the Chamber of Commerce, and enforce City ordinances prohibiting illegal dispensaries
- Complete ordinances and implementation recommendations for a City-wide Short Term Rental Program

- Initiate significant land planning efforts in order to implement the City's 2021-2029 Housing Element Update and to provide new potential housing opportunities for Costa Mesa residents at all income levels
- Complete ordinances and establish a permanent City-wide outdoor dining program
- Launch a fully-integrated GIS platform and a new multi-departmental Land Management System and permitting software

Goals and Objectives

The goals and objectives of the Development Services Department were developed in alignment with the City Council's priorities.

	 Quality Recruitment	 Fiscally Sustainable	 Safe Community	 Environmental Sustainability	 Housing Commitments
GOALS AND OBJECTIVES					
1 Assist a high volume of customers at the Planning and Building counters with minimal wait times and a high level of customer satisfaction		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
2 Maintain timely permit, plan check and inspection services for the public and enhance and expedite online and over the counter services and permits		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
3 Manage a high volume of development applications, while promoting high-quality neighborhoods and businesses in Costa Mesa by providing the public and decision-makers with high quality, professional staff reports, recommendations, and materials		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
4 Fill vacant positions and continue long-term resource and succession planning to ensure adequate staffing and training to excellent customer service	<input checked="" type="checkbox"/>				
5 Complete the City's first Economic Development Strategic Plan by continuing to promote business development, community engagement, and retention of high-quality businesses and jobs in Costa Mesa		<input checked="" type="checkbox"/>			
6 Continue streamlining cannabis business processes, outreach to local businesses through the Chamber of Commerce, and enforce City ordinances prohibiting illegal dispensaries		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
7 Initiate significant land planning efforts in order to implement the City's 2021-2029 Housing Element Update and to provide new potential housing opportunities for Costa Mesa residents at all income levels		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
8 Complete an Inclusionary Housing Ordinance for City Council consideration					<input checked="" type="checkbox"/>
9 Complete land planning for an affordable senior housing project at the City's Senior Center site					<input checked="" type="checkbox"/>
10 Complete ordinances and implementation recommendations for a City-wide Short Term Rental Program		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
11 Complete ordinances and establish a permanent City-wide outdoor dining program		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
12 Launch a fully-integrated GIS platform and a new multi-departmental Land Management System and permitting software		<input checked="" type="checkbox"/>			

Performance Measures/Workload Indicators:

	FY 20-21 Actuals	FY 21-22 Adopted	FY 22-23 Proposed
Customer satisfaction rating (out of 10 points)	9	9	9
Average wait time for counter customers (minutes)	11	11	10
Customers assisted at the planning and building counters	15,000	16,000	15,000
Number of Planning customers assisted by phone and email	70,000	70,000	70,000
Total planning applications received	110	110	110
Number of report items to City Council	45	50	48
Number of building permits issued	2,850	3,000	3,000
Number of inspections performed	32,000	35,000	37,000
Number of plan checks performed	1,450	1,800	1,800
Code enforcement cases	1,165	1,200	1,300
Number of code violations cleared	1,006	1,100	1,200
Number of criminal court cases	4	4	4
Number of administrative citations issued	450	450	500
Cannabis business permit applications received		15	14

Budget Narrative

The Fiscal Year 2022-23 budget for the Development Services Department is an increase of \$0.8 million or 9 percent compared to the adopted budget for Fiscal Year 2021-22. The increase is primarily attributed to salaries and benefits restored with the reinstatement of staff furloughs and funded defunded positions, implemented in Fiscal Year 2021-22 due to COVID-19 reductions.

Expense by Fund	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
DEVELOPMENT SERVICES DEPARTMENT BY FUNDING SOURCE				
General Fund - 101	\$ 6,084,242	\$ 5,581,596	\$ 7,782,564	\$ 8,509,974
1st Time Homebuyers Prg(MeasQ) - 140	-	-	-	166,667
Disaster Fund - 150	156,791	1,306,654	-	-
American Rescue Plan Fund - 204	-	1,154,520	-	-
HOME Program Fund - 205	241,431	193,091	551,298	552,741
CDBG Fund - 207	448,742	519,341	761,449	751,186
Rental Rehab Program Fund - 216	-	-	80,000	-
Grants - Federal - 230	-	2,746,469	-	-
Grants - State - 231	-	183,780	-	-
IT Replacement Fund - 603	-	-	48,536	53,261
Total Development Services Department	\$ 6,931,206	\$ 11,685,453	\$ 9,223,847	\$ 10,033,829

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
DEVELOPMENT SERVICES DEPARTMENT BY PROGRAM				
ADMINISTRATION - 18100				
Development Services Administration - 50001				
Salaries and Benefits	\$ 680,548	\$ 692,731	\$ 689,287	\$ 727,745
Maintenance and Operations	157,057	107,013	121,812	288,479
Fixed Assets	13,768	37,145	7,200	7,200
Subtotal Development Services Admin.	\$ 851,373	\$ 836,889	\$ 818,299	\$ 1,023,424
Economic Development - 20370				
Salaries and Benefits	\$ -	\$ -	\$ 176,576	\$ -
Maintenance and Operations	-	-	1,250	1,250
Subtotal Economic Development	\$ -	\$ -	\$ 177,826	\$ 1,250
Emergency Services - 51040				
Salaries and Benefits	\$ 102,239	\$ 95,460	\$ -	\$ -
Maintenance and Operations	54,552	226,194	-	-
Subtotal Emergency Services	\$ 156,791	\$ 321,654	\$ -	\$ -

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
PLANNING - 18200				
Planning - 20320				
Salaries and Benefits	\$ 1,660,071	\$ 1,545,018	\$ 1,990,137	\$ 2,776,820
Maintenance and Operations	286,751	362,387	246,490	246,490
Fixed Assets	-	24,292	-	-
Subtotal Planning	\$ 1,946,822	\$ 1,931,696	\$ 2,236,627	\$ 3,023,310
Planning Commission - 20360				
Maintenance and Operations	34,865	32,800	36,940	36,940
Subtotal Planning Commission	\$ 34,865	\$ 32,800	\$ 36,940	\$ 36,940
Small Business Grants Program - 20390				
Maintenance and Operations	-	4,731,469	-	-
Subtotal Small Business Grants Program	\$ -	\$ 4,731,469	\$ -	\$ -
New - 20395				
Maintenance and Operations	-	20,487	-	-
Subtotal Small Business Grants Program	\$ -	\$ 20,487	\$ -	\$ -
BUILDING SAFETY - 18300				
Building Safety - 20410				
Salaries and Benefits	\$ 1,791,519	\$ 1,768,950	\$ 2,383,371	\$ 2,470,459
Maintenance and Operations	289,668	202,330	496,435	496,435
Fixed Assets	355	18,093	4,000	4,000
Subtotal Building Safety	\$ 2,081,541	\$ 1,989,373	\$ 2,883,806	\$ 2,970,894
COMMUNITY IMPROVEMENT - 18400				
Code Enforcement - 20350				
Salaries and Benefits	\$ 1,234,512	\$ 1,237,300	\$ 1,877,496	\$ 1,844,495
Maintenance and Operations	81,746	57,828	131,249	131,249
Fixed Assets	15	-	-	-
Subtotal Code Enforcement	\$ 1,316,273	\$ 1,295,128	\$ 2,008,745	\$ 1,975,744
HOUSING ADMINISTRATION - 11310				
Public Service Programs - 20421				
Salaries and Benefits	\$ 19,400	\$ 28,691	\$ -	\$ -
Maintenance and Operations	93,444	140,400	165,000	165,000
Subtotal Public Service Programs	\$ 112,844	\$ 169,091	\$ 165,000	\$ 165,000
CDBG Administration - 20427				
Salaries and Benefits	\$ 46,168	\$ 55,573	\$ 79,520	\$ 95,536
Maintenance and Operations	111,094	91,028	142,518	144,378
Fixed Assets	-	-	2,000	2,000
Subtotal CDBG Administration	\$ 157,262	\$ 146,602	\$ 224,038	\$ 241,914

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
HOUSING ADMINISTRATION - 11310 (Continued)				
CDBG-CV - 20435				
CDBG Housing Rehab Admin. - 20455				
Salaries and Benefits	\$ 31,338	\$ 16,830	\$ 41,268	\$ 42,611
Maintenance and Operations	666	341	-	-
Subtotal CDBG Housing Rehab Admin.	\$ 32,004	\$ 17,171	\$ 41,268	\$ 42,611
HOME - 11320				
Single Family Housing Rehab. - 20422				
Salaries and Benefits	\$ 37,328	\$ 27,385	\$ 36,801	\$ 37,995
Maintenance and Operations	173,670	125,779	239,139	239,139
Subtotal Single Family Housing Rehab	\$ 210,998	\$ 153,164	\$ 275,940	\$ 277,134
HOME Program - 20440				
Salaries and Benefits	\$ 9,474	\$ 27,949	\$ 9,642	\$ 9,891
Maintenance and Operations	20,958	11,977	40,454	40,454
Subtotal HOME Program	\$ 30,432	\$ 39,927	\$ 50,096	\$ 50,345
HOME Projects - 20445				
Maintenance and Operations	\$ -	\$ -	\$ 75,262	\$ 75,262
Subtotal HOME Projects	\$ -	\$ -	\$ 75,262	\$ 75,262
Tenant Based Rental Assistance - 20448				
Maintenance and Operations	\$ -	\$ -	\$ 150,000	\$ 150,000
Subtotal TBRA Projects	\$ -	\$ -	\$ 150,000	\$ 150,000
CalHome - 20460				
Maintenance and Operations	\$ -	\$ -	\$ 80,000	\$ -
Subtotal HOME Projects	\$ -	\$ -	\$ 80,000	\$ -
TOTAL DEVELOPMENT SERVICES DEPARTMENT				
Salaries and Benefits	\$ 5,612,598	\$ 5,495,888	\$ 7,284,098	\$ 8,005,553
Maintenance and Operations	1,304,471	6,110,035	1,926,549	2,015,076
Fixed Assets	14,137	79,530	13,200	13,200
Total Development Services Department	\$ 6,931,206	\$ 11,685,453	\$ 9,223,847	\$ 10,033,829

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
DEVELOPMENT SERVICES DEPARTMENT BY ACCOUNT: ALL FUNDS				
Salaries and Benefits				
Regular Salaries - Non-Sworn	3,147,505	2,964,998	4,165,957	4,726,864
Regular Salaries - Part-Time	330,101	371,581	325,223	350,701
Overtime	128,212	50,431	119,467	119,467
Accrual Payoff - Excess Max.	-	-	3,300	3,300
Vacation/Comp. Time Cash Out	24,956	25,157	12,500	12,500
Holiday Allowance	7,082	8,179	3,500	3,550
Separation Pay-Off	16,031	54,149	2,500	2,500
Other Compensation	33,269	30,170	33,120	49,024
Furloughs	-	125,736	-	-
Cafeteria Plan	628,343	587,568	852,341	940,681
Medicare	55,334	52,457	65,603	72,295
Retirement	1,228,648	1,218,013	1,684,969	1,708,652
Executive Prof Development	6,180	2,919	8,600	9,000
Auto Allowance	6,938	4,530	6,900	6,900
Unemployment	-	-	20	20
Workers' Compensation	-	-	98	98
Subtotal Salaries & Benefits	\$ 5,612,598	\$ 5,495,888	\$ 7,284,098	\$ 8,005,553
Maintenance and Operations				
Stationery and Office	\$ 11,043	\$ 11,322	\$ 33,000	\$ 33,000
Multi-Media, Promos, Subscript.	21,372	14,961	20,989	20,989
Small Tools and Equipment	7,328	36,250	8,532	8,532
Uniforms and Clothing	3,656	2,464	11,000	11,000
Safety and Health	513	443	600	600
Maintenance and Construction	125	341	-	-
Postage	112	-	442	442
Legal Advertising/Filing Fees	25,828	18,304	25,232	25,232
Advertising and Public Info.	1,092	1,002	2,550	2,550
Telephone/Radio/Communications	16,651	13,614	16,300	16,300
Business Meetings	2,029	-	5,400	5,400
Mileage Reimbursement	649	-	1,350	1,350
Dues and Memberships	9,395	8,209	14,385	14,385
Board Member Fees	33,200	32,800	33,600	33,600
Professional Development	14,826	8,164	47,455	49,315
Office Furniture	583	-	-	-
Office Equipment	5,367	1,871	100	100
Consulting	391,342	445,265	379,222	379,222
Legal	-	2,623	8,120	8,120
Engineering and Architectural	226,021	125,029	418,398	418,398
External Rent	4,834	5,909	14,698	14,698
Grants, Loans and Subsidies	266,463	4,997,830	712,099	798,766
Internal Rent Central Services	19,071	13,040	18,736	18,736
Internal Rent Postage	20,056	15,961	27,339	27,339
Internal Rent - Maintenance	36,654	36,654	36,787	36,787

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
DEVELOPMENT SERVICES DEPARTMENT BY ACCOUNT: ALL FUNDS				
Maintenance and Operations (Continued)				
Internal Rent - Repl Cost	18,160	18,159	18,160	18,160
Internal Rent - Fuel	12,177	13,076	11,800	11,800
Internal Rent Genl Liability	72,990	36,388	36,183	36,183
Internal Rent Workers' Comp	22,147	18,095	17,993	17,993
Internal Rent Unemployment	6,236	6,065	6,031	6,031
Other Costs	-	-	48	48
Emergency Protective Measure	54,552	226,194	-	-
Subtotal Maintenance & Operations	\$ 1,304,471	\$ 6,110,035	\$ 1,926,549	\$ 2,015,076
Fixed Assets				
Other Equipment	\$ 14,137	\$ 79,530	\$ 13,200	\$ 13,200
Subtotal Fixed Assets	\$ 14,137	\$ 79,530	\$ 13,200	\$ 13,200
Total Development Services Department	\$ 6,931,206	\$ 11,685,453	\$ 9,223,847	\$ 10,033,829

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
DEVELOPMENT SERVICES BY ACCOUNT: GENERAL FUND ONLY				
Salaries and Benefits				
Regular Salaries - Non-Sworn	\$ 2,936,464	\$ 2,689,287	\$ 3,967,721	\$ 4,497,745
Regular Salaries - Part-Time	282,395	262,038	188,409	211,498
Overtime	124,510	30,486	106,467	106,467
Accrual Payoff - Excess Max.	-	-	3,300	3,300
Vacation/Comp. Time Cash Out	24,956	25,157	12,500	12,500
Holiday Allowance	7,082	7,726	3,500	3,332
Separation Pay-Off	16,031	54,149	2,500	2,500
Other Compensation	31,911	30,170	33,120	49,024
Cafeteria Plan	585,351	528,703	797,081	891,535
Medicare	51,686	46,557	60,745	69,367
Retirement	1,152,193	1,191,600	1,554,321	1,609,406
Executive Prof Development	6,180	2,919	8,600	9,000
Auto Allowance	6,938	4,530	6,900	6,900
Subtotal Salaries & Benefits	\$ 5,225,696	\$ 4,873,323	\$ 6,745,164	\$ 7,472,574
Maintenance and Operations				
Stationery and Office	\$ 10,548	\$ 9,697	\$ 24,500	\$ 24,500
Multi-Media, Promos, Subscript.	21,372	14,961	20,989	20,989
Small Tools and Equipment	7,328	36,250	3,091	3,091
Uniforms and Clothing	3,656	2,464	11,000	11,000
Safety and Health	513	443	600	600
Maintenance and Construction	125	341	-	-
Postage	50	-	-	-
Legal Advertising/Filing Fees	25,828	18,304	21,500	21,500
Advertising and Public Info.	485	-	-	-
Telephone/Radio/Communications	16,651	13,614	16,300	16,300
Business Meetings	2,029	-	4,700	4,700
Mileage Reimbursement	649	-	1,350	1,350
Dues and Memberships	9,395	7,419	12,385	12,385
Board Member Fees	33,200	32,800	33,600	33,600
Professional Development	14,136	6,924	43,455	43,455
Office Furniture	583	-	-	-
Office Equipment	5,367	1,871	-	-
Consulting	262,460	201,735	233,222	233,222
Engineering and Architectural	226,021	125,029	418,398	418,398
External Rent	4,834	5,909	14,698	14,698
Internal Rent Central Services	19,044	13,040	18,736	18,736
Internal Rent Postage	19,938	15,788	26,797	26,797
Internal Rent - Maintenance	36,200	36,200	36,200	36,200
Internal Rent - Repl Cost	17,600	17,600	17,600	17,600
Internal Rent - Fuel	12,177	13,076	11,800	11,800
Internal Rent Genl Liability	68,121	33,221	33,221	33,221
Internal Rent Workers' Comp	20,670	16,520	16,520	16,520
Internal Rent Unemployment	5,429	5,538	5,538	5,538
Subtotal Maintenance & Operations	\$ 844,409	\$ 628,744	\$ 1,026,200	\$ 1,026,200

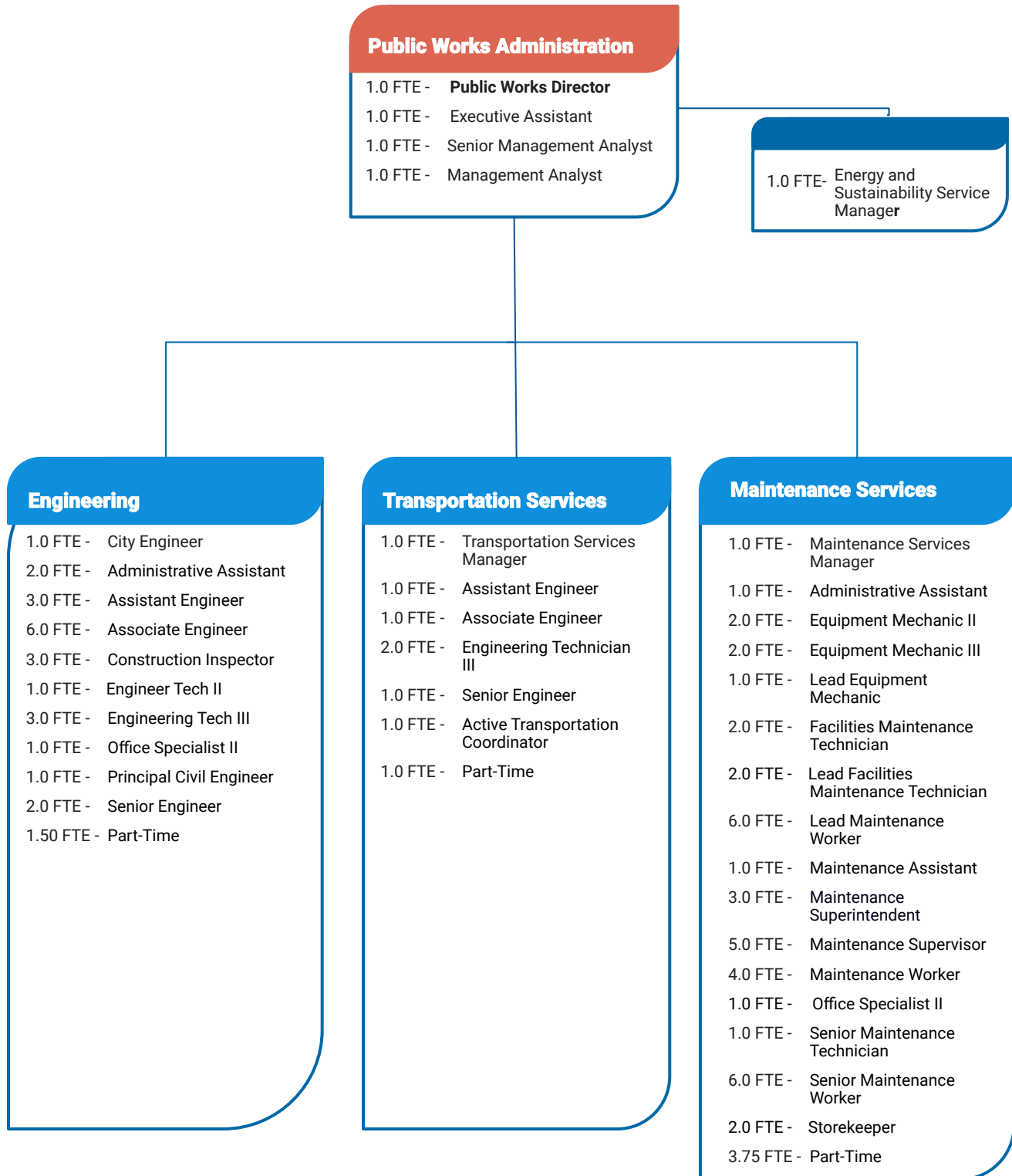
From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
DEVELOPMENT SERVICES BY ACCOUNT: GENERAL FUND ONLY				
Fixed Assets				
Other Equipment	\$ 14,137	\$ 79,530	\$ 11,200	\$ 11,200
Subtotal Fixed Assets	\$ 14,137	\$ 79,530	\$ 11,200	\$ 11,200
Total Development Services Department	\$ 6,084,242	\$ 5,581,596	\$ 7,782,564	\$ 8,509,974



**Public Works
Department**

Public Works Department



The Public Works Department provides services related to engineering design, construction management, transportation, street, energy and sustainability, park and city facilities maintenance, water quality, waste management and recycling, street sweeping, and fleet management. The Department has 75 full-time staff members composed of five management, four clerical, and 66 professional/technical staff. Part-time staffing consists of 6.25 full-time equivalents. The Department is organized in four divisions as follows:

- Public Works Administration / Energy & Sustainability
- Engineering
- Transportation Services
- Maintenance Services

Public Works Administration/Energy & Sustainability – 19100

Administration – 50001

Provides the overall coordination, direction, and oversight for all Department activities, which include four divisions, overseeing 22 municipal services functions. Administrative management includes development of the Department's operational budget; personnel management; securing and implementing grant programs; providing commercial, multi-family, and construction and demolition waste collection and recycling services; evaluation and monitoring of current and pending legislation's impact on Department programs and operations; overseeing short and long-range capital improvement planning and development; and accomplishing the Department's strategic goals, operational goals and objectives within general policy guidelines.

Energy and Sustainability

Plans, develops and executes sustainability initiatives including energy conservation and efficiency, clean energy generation, electrification of transportation, zero emission City fleet, expansion of electric vehicle (EV) charging stations, solid waste management, water conservation, urban greening, greenhouse gases (GHG) reduction and promoting green economy and workforce among others. Provides leadership and support to identify citywide sustainability focus areas, programs and policies that are practical, innovative and align with City Council's Goals and Priorities. Identifies and prioritize sustainability projects, build internal and external partnerships, secures funding/ financing and implement projects. Leads outreach and educational efforts including organizing and attending community events and hosting internal and external workshops that promote sustainability, climate resiliency and environmental protection in Costa Mesa.

Recycling – 20230

Implements and monitors the City's compliance to solid waste and recycling mandates such as the Integrated Waste Management Act 1989 AB939, AB341 Mandatory Recycling for Commercial and Multi-family sectors, AB1826 Mandatory Commercial Organics Recycling, SB 1383 California's Short-Lived Climate Pollutant Reduction Law, and the California Green Building Standards Code (CALGreen) waste diversion requirements for construction and demolition projects. Administers the non-exclusive Waste Hauling Franchise and Contractor Self-Haul Permit. Manages the City's participation in State grant and recycling programs including the Used Oil Recycling Grant and Beverage Container Recycling Grant. Responsible for participation in and compliance with the California Department of Resources Recycling and Recovery (CalRecycle) jurisdiction reviews and submission of the Local Jurisdiction Electronic Annual Report (EAR) to CalRecycle.

Engineering – 19200

The Engineering Division is responsible for the design and construction of the City's Capital Improvement Program. The Division is also responsible for the procurement of real property and public rights-of-way, design and development of all parks and open space facilities, administration of water quality regulations, construction management and inspection of public works improvements, development review and processing, encroachment permitting, and utility coordination. The Engineering Division is organized into nine sections.

Fairview Park – 20115

Administers design and construction of Capital Improvement Program (CIP) projects aimed at implementing the Fairview Park Master Plan. Coordinates construction activities and projects with Fairview Park Administrator and regulatory agencies.

Water Quality – 20510

Implements and monitors the City's compliance with the National Pollutant Discharge Elimination System (NPDES). Coordinates and implements the Santa Ana Regional Water Quality Board directives for compliance with the Clean Water Act, as it relates to City draining into the Santa Ana River and the Newport Bay. Prepares the City's Annual Program Effectiveness Assessment (PEA) and coordinates compliance with Newport Bay Total Maximum Daily Load (TMDL) regulations.

Street Improvements – 30112

Designs plans and specifications for the construction and maintenance of City Capital Improvement Projects. Administers the Pavement Management Program (PMP). Administers design consultant contracts. Reviews and approves engineering submittals, including improvement plans, material reports, utility work, engineering estimates, and Americans with Disabilities Act (ADA) accessibility. Secures Federal, state, and local competitive grant funding for street improvement projects.

Storm Drain Improvements – 30122

Designs and manages the construction of the City's Storm Drain System (approximately 64.7 miles of storm drain), as it relates to the implementation of the Storm Drain System Master Plan.

Curb & Sidewalks – 30130

Establishes the parkway maintenance program to remove and replaces damaged curbs, gutters and sidewalks throughout the City.

Development – 30310

Conducts development review of private development submittals and permitting work in the public rights-of-way. Identifies development conditions for Planning Commission hearings. Administers Subdivision Map Act requirements. Provides staff support to the Planning Commission.

Real Property – 30320

Responsible for land acquisition, vacation, easements, and abandonment of rights-of-way. Conducts acquisition negotiations and manages agreements. Responsible for preparing real property documents and administering consultant services related to the acquisition and relinquishment of real property.

Park Development – 40112

Acquires, develops, and renovates park facilities. Manages the design and construction of new park projects and renovation of existing park facilities. Responsible for master planning new park and open space facilities and managing compliance of Capital Improvement Projects with the Master Plan of Parks and Recreation. Secures park and open space competitive grant funding.

Construction Management – 50002

Administers construction and construction management contracts. Manages and inspects construction activities and projects in the public rights-of-way, City-owned buildings, and facilities. Oversees the construction and implementation of the City's Capital Improvement Program (CIP). Administers compliance with Federal and state labor laws, including Prevailing Wage Regulations, Disadvantaged Business Participation, Equal Opportunity Employment Practices, and Public Contract Laws.

Transportation Services – 19300

The Transportation Services Division is responsible for the operation and maintenance of the traffic operations infrastructure including, but not limited to: traffic signals, closed circuit television cameras, Traffic Management Center (TMC), speed feedback signs, and emergency vehicle preemption system. The Transportation Services Division responsibilities include the implementation of the General Plan Circulation Element, the Active Transportation Plan, and multi-modal transportation planning and design activities within the City. Administers programs and projects to promote safe and efficient movement of people and goods throughout the City. Manages the private contract for school crossing guards, in order to enhance the safety of elementary school students walking to and from school. The Transportation Division is organized into three sections:

Traffic Planning – 30210

Responsible for the implementation of the Circulation Element of the City's General Plan. Studies and implements short- and long-range transportation improvements in accordance with the General Plan. Manages the City's transportation model and residential parking permit program. Reviews and monitors development projects. Administers the City's Traffic Impact Fee Program. Coordinates with other agencies on transportation related activities and manages the City's school crossing guard and bus shelter contracts.

Traffic Operations – 30241

Maintains, operates, and updates traffic signals, traffic control devices, and street lights in the City. Manages the City's overall traffic flow/movement through Intelligent Transportation Systems (ITS) elements including signal coordination, closed circuit televisions (CCTV), video detection for all users, and a centralized traffic management center. Designs and implements multi-modal traffic operations improvements such as radar speed feedback signs, emergency vehicle preemption devices, bicycle timing, and enhanced pedestrian crossing improvements.

Active Transportation Program – 30225

Responsible for development and implementation of City's Active Transportation Plan component of the City's Circulation Element. Address bikeway and pedestrian issues, bicycle/pedestrian network connectivity and infrastructure maintenance requests. Plan, design, and construct bicycle and pedestrian facility improvements, and complete street solutions, where applicable.

Maintenance Services – 19500

The Maintenance Services Division is responsible for the care, maintenance, repair and alteration of the City's municipal facilities. This also includes the maintenance of vehicles and equipment, parks and parkways, trees, traffic signs and markings, street sweeping, storm water systems, graffiti abatement and roadways. The Maintenance Services Division is structured in nine programs listed below:

Maintenance Services Administration – 50001

Provides overall direction, coordination, and support to the maintenance sections operational and administrative activities and functions. Provides staff support to the Parks, Arts and Community Services Commission.

Street Cleaning – 20120

Sweeps and cleans approximately 400 miles of residential, commercial and arterial roadway lanes in the City.

Graffiti Abatement – 20130

Removes graffiti in the public right-of-way, public parks, City-owned facilities, and on private structures where graffiti is visible from the public right-of-way. Pressure washes city playgrounds, bus stops, sidewalks and city facilities.

Street Maintenance – 30111

Maintains approximately 525 lane miles of streets, 15 miles of City alleys, and miscellaneous easements.

Storm Drain Maintenance – 30121

Maintains the City's storm drain system and 1,165 catch basins.

Signs And Markings – 30243

Installs and maintains all street and traffic signage and pavement markings in the City.

Park, Parkway And Median Maintenance – 40111

Maintains the City's 29 parks, sports fields and related facilities, 13 acres of landscaped street medians, and approximately 22,000 parkway trees. Administers the City's landscape maintenance and tree maintenance contracts.

Facility Maintenance – 50910

Maintains, repairs, and rehabilitates 23 City-owned buildings, over 314,606 Sq. Ft including those leased from and to outside agencies. Administers and supervises contract services required for maintaining all City facilities.

Equipment Maintenance – 50920

Maintains and repairs the City's fleet of over 330 vehicles including large aerial fire apparatus, police vehicles and motorcycles, maintenance trucks, general use vehicles, emergency back-up generators, trailers and other miscellaneous equipment. Equipment Maintenance monitors and ensures that all the City's fuel sites, fuel storage tanks and hazardous material storage is compliant with all County regulations.

Warehouse – 50925

Orders, stocks and maintains an inventory of essential goods and materials for the City. Delivers requisitions of goods to all City facilities and departments. Receives shipments/orders. Maintains City surplus property transfers and schedule pick up of items resalable for auction, electronic e-waste, scrap metal recycles, tire disposal and processes recyclable items. Performs end-of-month reconciliations and processes.

Fiscal Year 2021-2022 Accomplishments

Public Works Administration / Energy Sustainability Division:

- Supported the incorporation of sustainability and climate resiliency in the City Council's goals and core values.
- Created Costa Mesa Green Team (representatives from Public Works, Development Services and Parks & Community Services) and Sustainability Working Group – an interdepartmental advisory group on sustainability. These two internal groups provide recommendations on how to effectively integrate sustainability in municipal operations.
- Launched a sustainability webpage to increase community engagement and outreach.
- Developed the City's first Annual Sustainability Report, created a short video "what does sustainability mean to you" and organized the City's first virtual Earth Day Event.
- Secured \$160,000 VW Mitigation grant and led the procurement of the City's first full electric shuttle bus for the Senior Center.
- Deployed solar powered Electric Vehicle (EV) charging stations at the Corp Yard and the Senior Center.
- Worked with Development services to secure \$30,000 CalEPA grant to launch Costa Mesa Green Business Program.
- Developed a Request for Proposals (RFP) and selected a vendor for abandoned bulky item collection services at designated multi-family properties.
- Successfully completed SB 1383 compliance requirements, including Title 8 of the Municipal Code revision, developed a new franchise agreement and negotiated with seven (7) haulers to execute the agreement. Also launched a dedicated SB 1383 to assist Costa Mesa community with organic waste recycling mandate.
- Secured multiple grants from CalRecycle for waste related programs - including \$28,000 annual Beverage Container Program and \$91,000 for multifamily recycling program.

Engineering Division:

- Design of the Newport Boulevard Rehabilitation Project from Bristol Street to 19th Street underway.
- Citywide Parkway Improvement Project - Completed design and construction.
- Citywide Street Improvements Project - Completed design and construction of several pavement rehabilitation project to maintain high Pavement Condition Index (PCI).
- Initiated construction of the Wilson Street Rehabilitation Project.
- Completed construction of the Randolph Avenue and St. Clair Street parking and pedestrian improvements including construction of a modern roundabout, traffic calming design features, and a raised pedestrian midblock crossing with retroreflective flashing beacons.
- Completed construction of Fairview Road, including installation of a new traffic signal at Village Way and Fairview Road.
- Completed reconstruction of several alleyways in need of improvement.
- Completed the construction, expansion, and parking improvements for the Jack Hammett Sports Complex.
- Updating City's Storm Drain System Master Plan with community engagement.
- Installed storm drain connector pipe screens (CPS) throughout the City.
- Initiated design of the Placentia Ave. stormwater quality full-capture filtration system.
- Designed the Wilson Park and TeWinkle Park pedestrian bridges.
- Initiated the removal / abandonment of underground fuel storage tank at the Police Department.
- Initiated design of I.T.'s new training facility in City Hall basement.
- Designed the Police Department Range Remodel and Upgrades Project.
- Implemented installation of new Heating, Ventilation, and Air Conditioning (HVAC) units at City Hall and at City facilities.
- Completed Fire Station No. 3 repairs and the new roofing.
- Completed installation of the Project W grant funded bus shelters.

- Completed installation of a new traffic signal at Baker Street & Randolph Avenue intersection.
- Substantially completed the City Hall Elevator Modernization Project.
- Completed rehabilitation of Bristol Street between Newport Boulevard and Randolph Avenue.
- Completed Downtown Aquatic Center Pool Replaster project.

Transportation Services Division:

- Completed traffic signal synchronization system improvements on Bear Street and Fairview Road.
- Initiated design of multi-modal signal synchronization and Active Transportation improvements on Baker Street, Placentia Avenue, Victoria Street, and West 19th Street.
- Continued progress on the design of Pedestrian and Bicycle Improvements at the Adams Avenue at Pinecreek Intersection including community engagement during design.
- Initiated construction of the West 19th Street Bicycle Facility Improvements.
- Continued installation of bike racks at City facilities and in commercial corridors.
- Completed the installation of improved and new bicycle lanes and facilities in the City along following streets:
 - Baker Street
 - Bristol Street
 - El Camino Drive and
 - Country Club Drive
- Initiated design of Class II and IV bicycle facility on Placentia Avenue.
- Completed a Citywide Parking Study of the residential permit parking with community engagement.
- Completed the development of a Local Road Safety Plan with community engagement.
- Completed a Complete Street Safety Assessment with project grant from Berkeley SafeTREC.
- Completed the design of a new pedestrian traffic signal at the intersection Wallace Avenue at West 19th Street and a new pedestrian hybrid beacon (HAWK) at West 18th Street and Lions Park.
- Completed design of a midblock pedestrian hybrid beacon (HAWK) on Wilson Street near Fordham/Wilson Park.
- Completed development of the Pedestrian Master Plan with community engagement.
- Implemented a temporary two-way cycle track demonstration for the Concert in the Park event.
- Organized Walk to School and Bike to School events in October and May, respectively, with all 13 elementary schools participating.
- Provided traffic signal and electrical maintenance to 127 traffic signals and 58 radar speed signs.

Maintenance Services Division:

- Provided landscape maintenance of 463 acres of City parks, fields, parkways, and medians.
- Managed approximately 24 thousand City-owned trees; and continue to be designated as a "Tree City USA".
- Responded to 5,750 calls for service related to graffiti removal
- Cleaned and maintained 1,100 catch basins and drainage facilities.
- Removed 7,892 bulky items from the City's right-of-ways, including furniture, shopping carts, appliances; and over 552 mattresses were retrieved and recycled.
- Initiated design of Tewinkle Park Lakes Repair project.
- Replaced all fluorescent light fixtures in City Hall stairwells with LED lighting with battery backup.
- Replaced air conditioning units at the Westside Police Substation.
- Installed new flooring in City Hall first floor break room.
- Replaced all ceiling heaters in the Corporation Yard Fleet shop.
- Exterior painting of the Old Corporation Yard building.
- Replaced flooring at Fire Station #6 kitchen.

- Carpet replacement at the Police facility.
- Replaced the main electrical supply breaker on the 3rd floor of City Hall.
- Civic Center main electrical supply tested and inspected.
- Replaced heaters in the Council Chambers.
- Installed plexi-glass dividers throughout the Civic Center in order to address the health and safety of staff, residents and visitors.
- Replaced apparatus door operators at Fire Station 1 and Fire Station 5.
- City Hall 5th floor pneumatic thermostats were all replaced to digital thermostats.
- Completed duct cleaning of entire HVAC system in the Police facility.
- Repaired potholes on City streets within 24 hours of notification or discovery.
- Procured vehicles as authorized in the fiscal year 2021-2022 budget.
- Completed install of new HVAC units at Multiple City Owned Buildings.
- Completed the replacement of the playground equipment and rubberized surface at Jordan Park
- Completed the replacement of the playground equipment, fitness equipment and rubberized surfacing at Tanager Park.
- Completed the design and conversion of the abandoned basketball court and Tanager Park into two (2) new pickleball courts.
- Replaced the wood shelter at Heller Park with a new metal shelter.
- Replaced the artificial turf at Skate Park.
- Repainted light poles along West 19th Street and at various parks.
- Repainted foul poles at the Tewinkle Athletic Complex.

Fiscal Year 2022-2023 Goals

Public Works Administration / Energy Sustainability Division:

- Use the sustainability webpage to increase community engagement and outreach.
- Develop and implement a Sustainable Municipal Green Policy to promote sustainability across all departments in the City.
- Initiate Climate Action and Adaptation Plan (CAAP) with community engagement.
- Officially launch Costa Mesa Green Business program in partnership with internal and external stakeholders. Provide technical support, promote the program and recognize certified local businesses on the City's website
- Continue to implement SB1383 requirements including citywide organics program roll-out, procurement/ purchasing requirements, edible food program, education/ outreach, inspection & monitoring among others. Identify tools and resources to comply with the State mandate.
- Secure grant funding from CalRecycle to support the City's effort to implement SB1383.
- Continue to pursue other grant funding opportunities for energy efficiency, Zero Emission Vehicles (ZEVs) and expansion of EV charging infrastructure.
- Develop a zero-waste event checklist that staff can use for current and future events.

Engineering Division:

- Continue with the Citywide Parkway Improvement Project – Design and construction.
- Continue with the Citywide Street Improvements Project – Design and construction to maintain the City's high PCI.
- Design of Fairview Road improvements, funded in part by the 2021 Pavement Management Relief Fund (PMRF).
- Participate with Southern California Edison (SCE) in the Adams Avenue utility undergrounding project
- Construction of new City Hall sewer facilities / cast iron drainage repiping.
- Initiate design of improvements to following parks:

- Shalimar Park Expansion
- Ketchum-Libolt Park
- Brentwood Park
- Initiate construction of Newport Boulevard from Bristol Street to 19th Street.
- Design improvements to the Police Department's Westside Substation.
- Construct Police Department Range Remodel project.
- Construct I.T. Training Room.
- Complete design of Fire Station #2.
- Initiate design of Fire Station #4 Training Tower and Facility Improvements.
- Complete design of Costa Mesa Country Club Coffee Shop and bar.
- Construct pedestrian hybrid beacon (HAWK) on 18th Street and Wilson Street.
- Construct traffic signal at West 19th Street and Wallace Avenue intersection.
- Initiate construction of Adams Avenue – Pinecreek Drive intersection improvements.
- Complete Placentia Avenue Stormwater Full-Capture Filtration System project.
- Complete Storm Drain Master Plan Update.

Transportation Services Division:

- Complete design of multi-modal traffic signal synchronization project along Baker Street, Placentia Avenue, Victoria Street, and West 19th Street.
- Complete design of pedestrian and bicycle improvements at the Adams Avenue at Pinecreek Intersection and Adams Avenue bicycle facility between Harbor Boulevard and Fairview Road.
- Implement a new residential parking permit program with community engagement.
- Complete construction of the West 19th Street Bicycle Facility Improvements.
- Complete design of Fairview Road Class II and IV bicycle facility project.
- Complete design of Placentia Avenue Class II and IV bicycle facility project.
- Continue installation of bicycle racks at City facilities and in commercial corridors.
- Complete design of Citywide Bicycle Wayfinding Signage
- Conduct public outreach and complete design for the Mesa Verde Drive East/Peterson Place Class II Bicycle Facility
- Conduct public outreach, complete study, and develop design concepts for Mesa Del Mar Multi-Modal Access and Circulation Improvements
- Coordinate with the County of Orange and develop design concepts for Mesa Drive and Santa Ana Avenue Bicycle Facility Improvements including public outreach component











Maintenance Services Division:

- Provide landscape maintenance of 463 acres of City parks, fields, parkways, and medians.
- Manage approximately 24 thousand City-owned trees; and continue to be designated as a "Tree City USA".
- Abate graffiti within 24 hours of notification or discovery.
- Repair potholes on City streets within 24 hours of notification or discovery.
- Procure vehicles as authorized in the fiscal year 2022-2023 budget
- Upgrade the City's Vehicle Fuel Management
- Complete install of new HVAC units at Multiple City Owned Buildings
- Work with Enterprise Leasing to audit current City fleet and propose a leasing program for Fiscal Year 2022-2023 vehicle replacement process
- AssetWorks Fuel Management System upgrade
- Audit the vehicle inventory in AssetWorks

- Identify vehicles and equipment that are past their recommended service life and develop a plan to modernize the City's fleet
- Minimize vehicle downtime due to repairs and maintenance
- Train staff on the servicing and repairs of hybrid vehicles
- Train staff on the servicing and repairs of Police motorcycles
- Replace emergency backup generator at City Hall and the Communications facility

Goals and Objectives

The goals and objectives of the Public Works Department were developed in alignment with the City Council’s priorities.

	 Quality Recruitment	 Fiscally Sustainable	 Safe Community	 Environmental Sustainability	 Housing Commitments
GOALS AND OBJECTIVES					
1 Implement the adopted CIP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
2 Implement Building and Park infrastructure improvements throughout the City for the betterment of Quality of Life for the City’s constituents.			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
3 Complete design and construction of street rehabilitation projects to maintain a high Pavement Condition Index (PCI).					
4 Complete the update of the City’s Storm Drain Master Plan.				<input checked="" type="checkbox"/>	
5 Implement storm drain improvements at locations with potential for flooding issues.				<input checked="" type="checkbox"/>	
6 “Initiate implementation of the Pedestrian Master Plan and leverage plan in pursuing grant funding opportunities for implementation. “			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
7 “Initiate implementation of the Local Road Safety Plan and leverage plan in pursuing grant funding opportunities for implementation.”			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
8 “Implement a new residential parking permit program with community engagement and coordination with multiple City departments including the Police Department”		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
9 Develop and implement a Sustainable Municipal Green Policy to promote sustainability across all departments in the City.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
10 Initiate Climate Action and Adaptation Plan (CAAP) with community engagement.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
11 Launch Costa Mesa Green Business program.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
12 “Continue to implement SB1383 requirements including citywide organics program roll-out, procurement/ purchasing requirements, edible food program, education/ outreach, inspection & monitoring among others. Identify tools and resources to comply with the State mandate.”		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
13 Secure grant funding from CalRecycle to support the City’s effort to implement SB1383.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
14 “Continue to pursue other grant funding opportunities for energy efficiency, Zero Emission Vehicles (ZEVs) and expansion of EV charging infrastructure.”		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
15 Develop a zero-waste event checklist that staff can use for current and future events.				<input checked="" type="checkbox"/>	
16 Provide landscape maintenance of 463 acres of City parks and fields.					

17	Lease Vehicles Program		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
18	AssetWorks Fuel Management System Upgrade		<input checked="" type="checkbox"/>			
19	"Identify vehicles and equipment that are past there recommended service life and develop a plan to modernize the City's Fleet."		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
20	Minimize vehicle down time due to repairs and maintenance		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
21	Train staff on the servicing and repair of hybrid vehicles		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
22	Train staff on the servicing and repair of Police motorcycles		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
23	Audit the vehicle inventory in AssetWorks		<input checked="" type="checkbox"/>			

Performance Measures/Workload Indicators:

	FY 20-21 Actuals	FY 21-22 Adopted	FY 22-23 Proposed
Number of budgeted Capital Improvement Projects completed or in progress in budgeted fiscal year	28	47	41
Percent of budgeted building maintenance projects completed	85%	95%	95%
Pavement Condition Index (PCI) for streets network	85.8	86.5	85
Percent of the total number of City trees trimmed	25%	30%	30%
Numbers of bulky items removed from City right-of-way	8,180	6,000	6,000
Number of trees planted	150	200	200
Number of facility work requests	1,145	1,100	1,200
Number of calls for service for graffiti	3,722	3,000	4,000
Number of facility rehabilitation projects completed	8	10	20
Number of traffic and street signs maintained	225	250	450
Number of linear feet of lanes repainted	986,375	1,000,000	995,000
Number of linear feet of roadway rehabilitated	89,782	50,000	112,944
Number of crosswalks repainted/reapplied	25	25	40
Number of lineal feet of red curb repainted	70,000	70,000	70,000
Tons of asphalt applied annually by City forces	200	300	250
Tons of debris removed and diverted from the waterways	1,250	1,250	1,250
Number of Traffic Signals Maintained	126	128	131
Number of Schools participating in Walk to School and Bike to School Events	-	N/A	13
Linear Feet of New and Improved Bicycle Facilities	13,500	47,000	73,000
Number of Radar Speed Signs, Rapid Flashing Beacons (RRFB's), and Pedestrian Hybrid Beacons (HAWK's) Maintained	57	59	62

Budget Narrative

The Fiscal Year 2022-23 budget for the Public Works Department is an increase of \$1.3 million, or 5 percent compared to the adopted budget for Fiscal Year 2021-22. The increase is due to several factors. The increase is attributed to funding the defunded positions as noted in the vacancy attrition line item, incorporated in the Fiscal Year 2021-22 adopted budget, \$601,723 was reinstated. Additionally, there is an increase due to reinstating the reductions that were taken in the prior adopted Fiscal Year 2021-22 budget, which had COVID-19 considerations and reductions. In relation to the reductions, there was \$1.1 million reinstated, made possible through the American Rescue Plan assistance. Other increases are due to salary impacts due to reclassifications of personnel, for an increase of \$541,633 to the budget. In addition to General Fund reinstatements of funding, there was an increase to appropriations for equipment replacement of \$2.1 million in relation to vehicles and depreciation expense.

Expense by Fund	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
PUBLIC WORKS DEPARTMENT BY FUNDING SOURCE				
General Fund - 101	\$ 17,667,046	\$ 17,794,769	\$ 19,960,600	\$ 20,416,296
Disaster Fund - 150	569,534	1,348,392	-	-
Gas Tax Fund - 201	493,523	649,160	765,909	906,746
Air Quality Improvement Fund - 203	1,232	15,000	-	-
American Rescue Plan Fund - 204	-	213,688	-	-
Traffic Impact Fees Fund - 214	75,000	-	-	-
Golf Course Improvement Fund - 413	45,142	49,820	265,000	50,000
Measure "M2" Fairshare - 416	-	-	400,001	511,602
Equipment Replacement Fund - 601	3,196,452	3,261,236	4,680,281	5,459,718
Total Public Works Department	\$ 22,047,929	\$ 23,332,064	\$ 26,071,791	\$ 27,344,362

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
PUBLIC WORKS DEPARTMENT BY PROGRAM				
ADMINISTRATION - 19100				
Administration - 50001				
Salaries and Benefits	\$ 551,510	\$ 784,775	\$ 906,803	\$ 987,232
Maintenance and Operations	832,480	1,040,115	1,007,363	1,007,363
Subtotal Administration	\$ 1,383,990	\$ 1,824,890	\$ 1,914,166	\$ 1,994,595
Recycling - 20230				
Maintenance and Operations	183,613	169,306	197,800	197,800
Subtotal Recycling	\$ 183,613	\$ 169,306	\$ 197,800	\$ 197,800
Emergency Services - 51040				
Salaries and Benefits	\$ 203,929	\$ 120,477	\$ -	\$ -
Maintenance and Operations	363,575	1,227,915	-	-
Subtotal Emergency Services	\$ 567,504	\$ 1,348,392	\$ -	\$ -
Local Emergency Responses - 52100				
Salaries and Benefits	\$ 2,029	\$ -	\$ -	\$ -
Subtotal Local Emergency Responses	\$ 2,029	\$ -	\$ -	\$ -

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
ENGINEERING - 19200				
Administration - 50001				
Salaries and Benefits	\$ -	\$ 213,044	\$ 182,706	\$ -
Subtotal Administration	\$ -	\$ 213,044	\$ 182,706	\$ -
Water Quality - 20510				
Salaries and Benefits	\$ 67,244	\$ 37,142	\$ 82,440	\$ 148,460
Maintenance and Operations	200,490	190,577	220,100	220,100
Subtotal Water Quality	\$ 267,734	\$ 227,719	\$ 302,540	\$ 368,560
Street Improvements - 30112				
Salaries and Benefits	\$ 562,120	\$ 375,840	\$ 592,138	\$ 773,621
Maintenance and Operations	33,164	20,385	40,100	20,100
Fixed Assets	-	550	900	900
Subtotal Street Improvements	\$ 595,285	\$ 396,775	\$ 633,138	\$ 794,621
Storm Drain Improvements - 30122				
Salaries and Benefits	\$ 160,774	\$ 118,029	\$ 131,361	\$ 139,927
Maintenance and Operations	1,969	2,382	3,200	3,200
Fixed Assets	-	-	1,000	1,000
Subtotal Storm Drain Improvements	\$ 162,743	\$ 120,411	\$ 135,561	\$ 144,127
Public Works - Development - 30310				
Salaries and Benefits	\$ 241,790	\$ 265,033	\$ 371,956	\$ 264,047
Maintenance and Operations	498	460	800	800
Subtotal Public Works - Development	\$ 242,288	\$ 265,492	\$ 372,756	\$ 264,847
Public Works - Real Property - 30320				
Salaries and Benefits	\$ 91,737	\$ 70,238	\$ 73,332	\$ 75,810
Maintenance and Operations	76	1,527	700	700
Subtotal Public Works - Real Property	\$ 91,813	\$ 71,765	\$ 74,032	\$ 76,510
Park Development - 40112				
Salaries and Benefits	\$ 132,986	\$ 108,234	\$ 118,667	\$ 24,117
Maintenance and Operations	38,759	49,980	266,700	51,700
Fixed Assets	7,595	-	-	-
Subtotal Park Development	\$ 179,340	\$ 158,214	\$ 385,367	\$ 75,817
Construction Management - 50002				
Salaries and Benefits	\$ 1,409,053	\$ 1,431,725	\$ 1,859,502	\$ 2,321,515
Maintenance and Operations	12,694	18,189	69,000	89,000
Fixed Assets	748	149	1,000	1,000
Subtotal Construction Management	\$ 1,422,496	\$ 1,450,063	\$ 1,929,502	\$ 2,411,515

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
TRANSPORTATION SERVICES - 19300				
Traffic Planning - 30210				
Salaries and Benefits	\$ 394,425	\$ 388,520	\$ 468,300	\$ 436,250
Maintenance and Operations	35,941	259,075	45,850	45,850
Fixed Assets	-	448	-	-
Subtotal Traffic Planning	\$ 430,366	\$ 648,043	\$ 514,150	\$ 482,100
Active Transportation Improvement - 30225				
Salaries and Benefits	\$ 119,532	\$ 114,209	\$ 364,426	\$ 315,640
Maintenance and Operations	110,111	10,999	41,900	41,900
Subtotal Active Transportation Imp.	\$ 229,643	\$ 125,208	\$ 406,326	\$ 357,540
Traffic Operations - 30241				
Salaries and Benefits	\$ 246,430	\$ 236,753	\$ 341,235	\$ 384,843
Maintenance and Operations	1,754,238	1,779,206	1,820,500	1,834,590
Fixed Assets	278	896	-	-
Subtotal Traffic Operations	\$ 2,000,946	\$ 2,016,854	\$ 2,161,735	\$ 2,219,433
MAINTENANCE SERVICES - 19500				
Administration - 50001				
Salaries and Benefits	\$ 297,199	\$ 158,162	\$ 309,999	\$ 340,116
Maintenance and Operations	6,955	9,894	5,400	5,400
Subtotal Administration	\$ 304,155	\$ 168,056	\$ 315,399	\$ 345,516
Fairview Park - 20115				
Salaries and Benefits	\$ 15,268	\$ 16,850	\$ 17,477	\$ -
Maintenance and Operations	36,322	6,433	38,000	38,000
Subtotal Fairview Park	\$ 51,589	\$ 23,284	\$ 55,477	\$ 38,000
Street Cleaning - 20120				
Salaries and Benefits	\$ 39,646	\$ 41,118	\$ 67,784	\$ 342,515
Maintenance and Operations	724,614	723,681	747,200	747,200
Subtotal Street Cleaning	\$ 764,260	\$ 764,799	\$ 814,984	\$ 1,089,715
Graffiti Abatement - 20130				
Salaries and Benefits	\$ 374,460	\$ 394,322	\$ 413,010	\$ 340,226
Maintenance and Operations	42,928	54,266	52,400	52,400
Subtotal Graffiti Abatement	\$ 417,388	\$ 448,589	\$ 465,410	\$ 392,626
Street Maintenance - 30111				
Salaries and Benefits	\$ 391,365	\$ 446,383	\$ 482,548	\$ 431,961
Maintenance and Operations	328,909	368,504	339,600	339,600
Subtotal Street Maintenance	\$ 720,274	\$ 814,888	\$ 822,148	\$ 771,561

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
MAINTENANCE SERVICES - 19500 (Continued)				
Storm Drain Maintenance - 30121				
Salaries and Benefits	\$ 256,372	\$ 265,079	\$ 287,856	\$ 407,881
Maintenance and Operations	3,923	3,071	1,600	1,600
Subtotal Storm Drain Maintenance	\$ 260,295	\$ 268,150	\$ 289,456	\$ 409,481
Signs and Markings - 30243				
Salaries and Benefits	\$ 490,354	\$ 551,049	\$ 622,958	\$ 513,400
Maintenance and Operations	144,843	178,831	201,056	201,056
Subtotal Signs and Markings	\$ 635,197	\$ 729,880	\$ 824,014	\$ 714,456
Park Maintenance - 40111				
Salaries and Benefits	\$ 890,032	\$ 903,276	\$ 935,912	\$ 972,255
Maintenance and Operations	4,285,024	4,096,145	4,589,100	4,589,100
Subtotal Park Maintenance	\$ 5,175,055	\$ 4,999,421	\$ 5,525,012	\$ 5,561,355
Building Maintenance - 50910				
Salaries and Benefits	\$ 1,198,980	\$ 1,161,501	\$ 1,389,288	\$ 1,377,055
Maintenance and Operations	1,386,158	1,481,350	1,491,450	1,677,360
Fixed Assets	3,017	6,266	5,000	5,000
Subtotal Building Maintenance	\$ 2,588,155	\$ 2,649,117	\$ 2,885,738	\$ 3,059,415
Equipment Maintenance - 50920				
Salaries and Benefits	\$ 786,788	\$ 800,162	\$ 958,117	\$ 969,002
Maintenance and Operations	2,356,786	2,282,551	2,532,664	1,246,414
Fixed Assets	49,871	178,523	1,189,500	3,244,302
Subtotal Equipment Maintenance	\$ 3,193,444	\$ 3,261,236	\$ 4,680,281	\$ 5,459,718
Warehouse - 50925⁽¹⁾				
Salaries and Benefits	\$ 164,392	\$ 166,692	\$ 181,293	\$ 183,773
Maintenance and Operations	13,934	1,774	2,800	2,800
Subtotal Warehouse	\$ 178,325	\$ 168,466	\$ 184,093	\$ 186,573
TOTAL Public Works DEPARTMENT				
Salaries and Benefits	\$ 9,088,417	\$ 9,168,615	\$ 11,159,108	\$ 11,749,646
Maintenance and Operations	12,898,004	13,976,617	13,715,283	12,414,033
Fixed Assets	61,508	186,832	1,197,400	3,252,202
Total Public Works Department	\$ 22,047,929	\$ 23,332,064	\$ 26,071,791	\$ 27,415,881

(1) As of FY 2020-21, the Warehouse operations were transferred from the Finance Department to the Public Works Department.

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Public Works DEPARTMENT BY ACCOUNT: ALL FUNDS				
SALARIES AND BENEFITS				
Regular Salaries - Non-Sworn	5,181,165	4,992,657	6,514,996	6,850,335
Regular Salaries - Part-Time	522,004	440,641	386,635	400,692
Overtime	98,844	85,839	72,400	75,200
Accrual Payoff - Excess Max.	4,359	4,347	3,200	3,200
Vacation/Comp. Time Cash Out	49,405	69,413	40,700	40,700
Holiday Allowance	21,316	27,284	18,300	15,650
Separation Pay-Off	51,277	70,882	10,800	10,800
Other Compensation	70,248	65,787	73,787	90,970
Furloughs	-	213,612	-	-
Cafeteria Plan	1,048,052	1,013,043	1,331,173	1,456,911
Medicare	92,288	88,381	101,143	107,132
Retirement	1,935,881	2,082,983	2,588,574	2,681,893
Executive Prof Development	6,640	6,827	10,500	11,000
Auto Allowance	6,938	6,919	6,900	6,900
Subtotal Salaries & Benefits	\$ 9,088,417	\$ 9,168,615	\$ 11,159,108	\$ 11,749,646
MAINTENANCE AND OPERATIONS				
Stationery and Office	\$ 11,904	\$ 14,905	\$ 7,700	\$ 7,700
Multi-Media, Promos, Subscript.	7,427	20,997	6,200	6,200
Small Tools and Equipment	27,382	31,089	36,100	36,100
Uniforms and Clothing	14,160	21,662	16,800	16,800
Safety and Health	1,655	2,114	3,300	3,300
Maintenance and Construction	492,634	581,752	830,900	623,400
Agriculture	71,170	71,487	97,000	97,000
Fuel	529,632	470,963	501,400	501,400
Electricity - Buildings & Fac.	476,060	511,407	484,250	484,250
Electricity - Power	210,738	209,153	255,200	255,200
Electricity - Street Lights	1,066,403	1,041,778	1,000,000	1,000,000
Gas	39,452	35,853	25,000	25,000
Water - Domestic	64,017	79,316	57,000	57,000
Water - Parks and Parkways	773,895	1,010,482	859,100	859,100
Waste Disposal	146,239	127,207	158,800	158,800
Janitorial and Housekeeping	223,084	214,005	223,400	296,900
Postage	-	56	-	-
Legal Advertising/Filing Fees	190,332	205,387	189,100	189,100
Telephone/Radio/Communications	68,754	74,425	62,500	62,500
Business Meetings	2,717	444	400	400
Dues and Memberships	2,601	4,290	4,880	4,880
Professional Development	8,240	7,036	13,470	13,470
Buildings and Structures	187,471	196,056	266,000	324,000
Landscaping and Sprinklers	3,150,341	2,678,523	3,230,000	3,230,000
Automotive Equipment	210,650	211,690	250,000	256,250

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Public Works DEPARTMENT BY ACCOUNT: ALL FUNDS				
MAINTENANCE AND OPERATIONS (Continued)				
Office Equipment	1,919	1,533	1,900	1,900
Other Equipment	766,322	790,657	859,000	971,410
Streets, Alleys and Sidewalks	974,745	991,658	1,007,200	1,007,200
Employment	19,688	15,750	-	-
Consulting	259,591	474,680	443,700	457,790
Engineering and Architectural	34,767	26,999	76,564	18,564
Interest Payments	-	8,776	-	-
External Rent	3,082	3,573	14,900	14,900
Grants, Loans and Subsidies	75,000	-	-	-
Depreciation	1,245,813	1,182,861	1,300,000	-
Internal Rent Central Services	4,487	5,884	4,564	4,564
Internal Rent Postage	1,911	1,672	3,432	3,432
Internal Rent - Maintenance	59,500	59,500	59,500	59,500
Internal Rent - Repl Cost	194,900	269,856	269,856	269,856
Internal Rent - Fuel	90,538	88,206	86,700	86,700
Internal Rent Genl Liability	522,200	699,861	699,861	699,861
Internal Rent Workers' Comp	220,200	222,848	222,848	222,848
Internal Rent Unemployment	9,356	9,658	9,658	9,658
Taxes and Assessments	73,409	72,441	76,800	76,800
Other Costs	45	216	300	300
Emergency Protective Measure	363,575	1,227,915	-	-
Subtotal Maintenance & Operations	\$ 12,898,004	\$ 13,976,617	\$ 13,715,283	\$ 12,414,033
FIXED ASSETS				
Automotive Equipment	1,510	6,719	1,189,500	1,939,302
Other Equipment	26,093	9,209	7,900	37,900
Loss on Disposal of Assets	33,905	170,904	-	-
Capital Replacement Reserve	-	-	-	1,275,000
Subtotal Fixed Assets	\$ 61,508	\$ 186,832	\$ 1,197,400	\$ 3,252,202
Total Public Works Department	\$ 22,047,929	\$ 23,332,064	\$ 26,071,791	\$ 27,415,881

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Public Works DEPARTMENT BY ACCOUNT: GENERAL FUND ONLY				
Salaries and Benefits				
Regular Salaries - Non-Sworn	\$ 4,333,433	\$ 4,153,967	\$ 5,303,683	\$ 5,391,807
Regular Salaries - Part-Time	384,194	306,107	342,481	356,538
Overtime	88,238	72,753	52,400	52,400
Accrual Payoff - Excess Max.	4,359	4,347	3,200	3,200
Vacation/Comp. Time Cash Out	48,318	55,332	39,700	39,700
Holiday Allowance	18,966	21,583	15,700	14,290
Separation Pay-Off	51,221	55,652	10,400	10,400
Other Compensation	70,248	62,348	68,187	82,830
Cafeteria Plan	870,408	838,961	1,082,517	1,165,222
Medicare	77,208	72,752	82,857	85,125
Retirement	1,641,977	1,727,581	2,086,556	2,142,866
Executive Prof Development	6,640	6,827	10,500	9,500
Auto Allowance	6,938	6,919	6,900	6,900
Subtotal Salaries & Benefits	\$ 7,602,148	\$ 7,385,128	\$ 9,105,081	\$ 9,360,777
Maintenance and Operations				
Stationery and Office	\$ 11,187	\$ 14,211	\$ 7,200	\$ 7,200
Multi-Media, Promos, Subscript.	5,397	19,497	4,400	4,400
Small Tools and Equipment	23,101	22,785	24,100	24,100
Uniforms and Clothing	10,755	19,651	12,800	12,800
Safety and Health	1,655	1,997	2,800	2,800
Maintenance and Construction	211,646	289,499	265,900	265,900
Agriculture	71,170	71,487	97,000	97,000
Electricity - Buildings & Fac.	476,060	511,407	484,250	484,250
Electricity - Power	210,738	209,153	255,200	255,200
Electricity - Street Lights	1,066,403	1,041,778	1,000,000	1,000,000
Gas	39,452	35,853	25,000	25,000
Water - Domestic	64,017	79,316	57,000	57,000
Water - Parks and Parkways	773,895	1,010,482	859,100	859,100
Waste Disposal	145,488	126,106	157,800	157,800
Janitorial and Housekeeping	218,928	211,459	221,500	295,000
Postage	-	56	-	-
Legal Advertising/Filing Fees	189,100	190,387	189,100	189,100
Telephone/Radio/Communications	68,754	74,425	62,500	62,500
Business Meetings	2,717	444	400	400
Dues and Memberships	2,601	4,290	4,880	4,880
Professional Development	6,240	7,036	12,370	12,370
Buildings and Structures	128,824	88,857	200,000	200,000
Landscaping and Sprinklers	3,150,341	2,678,523	3,230,000	3,230,000
Office Equipment	1,815	1,340	1,800	1,800
Other Equipment	759,299	787,106	850,000	962,410
Streets, Alleys and Sidewalks	974,745	991,658	1,007,200	1,007,200

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Public Works DEPARTMENT BY ACCOUNT: GENERAL FUND ONLY				
Maintenance and Operations (Continued)				
Employment	19,688	15,750	-	-
Consulting	259,591	474,680	373,700	387,790
Engineering and Architectural	750	1,259	8,500	8,500
External Rent	3,082	3,573	14,900	14,900
Internal Rent Central Services	4,487	5,884	4,564	4,564
Internal Rent Postage	1,911	1,672	3,432	3,432
Internal Rent - Maintenance	59,500	59,500	59,500	59,500
Internal Rent - Repl Cost	194,900	269,856	269,856	269,856
Internal Rent - Fuel	90,538	88,206	86,700	86,700
Internal Rent Genl Liability	522,200	699,861	699,861	699,861
Internal Rent Workers' Comp	220,200	222,848	222,848	222,848
Internal Rent Unemployment	9,356	9,658	9,658	9,658
Taxes and Assessments	60,281	59,692	61,800	61,800
Other Costs	45	92	-	-
Subtotal Maintenance & Operations	\$ 10,060,856	\$ 10,401,331	\$ 10,847,619	\$ 11,047,619
Fixed Assets				
Other Equipment	\$ 4,043	\$ 8,309	\$ 7,900	\$ 7,900
Subtotal Fixed Assets	\$ 4,043	\$ 8,309	\$ 7,900	\$ 7,900
Total Public Works Department	\$ 17,667,046	\$ 17,794,769	\$ 19,960,600	\$ 20,416,296



**Non-
Departmental**

For accounting and budgeting purposes only, Non-Departmental serves as a cost center that budgets charges and appropriations that are not assigned or chargeable to a specific department or function. It is categorized as a General Government Support function.

Non-Departmental – 90000

Non-Departmental – 50240

This cost center accounts for debt service requirements related to the City's outstanding bonds. The City has only one bonds: the 2017 Lease Revenue Bonds. The 2006 Revenue Refunding Bond was completely paid off in FY 2021-22. The 2017 Lease Revenue Bonds, with an annual payment of \$2.8 million, is included in Non-Departmental principal and interest payment object codes along with debt service schedules for a Fire Ladder Truck, a Fire Pumping Engine, and a Mobile Command Unit. Also included are interfund transfers planned for the fiscal year, including the transfer to the Capital Improvement Fund and the Information Technology Replacement Fund in accordance with the Capital Asset Needs Ordinance. As per the CAN, 5 percent of General Fund revenues are transferred to Fund 401 Capital, and 1.5 percent is transferred to the Information Technology Replacement Fund 603.

A contingency of \$500,000 is included in the annual operating budget; which is a reduction of the normal allocation of \$1.0 million. These amounts allow the City Manager to retain budget flexibility for operations during the fiscal year and will be used in accordance with the City's financial policies. Legal costs to defend the City in litigation matters that are not assigned or associated with a specific department are included here.

Further, the Retiree Medical Plan defined benefit plan, which provides medical insurance benefits to employees hired before January 1, 2004, was transferred from the City Manager's Department to Non-Departmental in FY 2021-22. This is a closed employment benefits plan.

In addition, this cost center accounts for the operating subsidy to the Housing Authority for the Bridge Shelter program and Network for Homeless Solutions program. The Homeless Shelter and Program budget is included in the Housing Authority Fund.

Budget Narrative

The Fiscal Year 2022-23 Non-Departmental budget totals an increase of \$0.7 million, or 4 percent compared to the adopted budget for Fiscal Year 2021-22. The increase is primarily attributed to an increase to Transfers Out of \$5.7 million to primarily fund approved capital projects. In addition, the budget has increased due to the removal of furloughs across all non-safety departments that were booked in non-departmental, the effect of which is \$1.4 million.

Expense by Fund	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
NON-DEPARTMENTAL BY FUNDING SOURCE				
General Fund - 101	\$ 12,709,701	29,862,096	\$ 18,988,668	\$ 20,560,603
Disaster Fund - 150	236,504	9,661	-	-
Air Quality Improvement Fund - 203	122,540	-	-	-
American Rescue Plan Fund - 204	-	9,841,146	860,649	-
Capital Improvements Fund - 401	1,150,000	-	-	-
Total Non-Departmental	\$ 14,218,746	\$ 39,712,903	\$ 19,849,317	\$ 20,560,603

Expense Category by Program	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
NON-DEPARTMENTAL BY PROGRAM				
NON-DEPARTMENTAL - 90000				
Non-Departmental - 50240				
Salaries and Benefits	\$ -	\$ 1,968,384	\$ 2,611,000	\$ 2,611,000
Maintenance and Operations	7,541,065	6,498,145	7,396,732	7,321,613
Fixed Assets	6,677,681	31,246,374	9,841,585	10,627,990
Subtotal Non-Departmental	\$ 14,218,746	\$ 39,712,903	\$ 19,849,317	\$ 20,560,603

TOTAL NON-DEPARTMENTAL				
Salaries and Benefits	\$ -	\$ 1,968,384	\$ 2,611,000	\$ 2,611,000
Maintenance and Operations	7,541,065	6,498,145	7,396,732	7,321,613
Fixed Assets	6,677,681	31,246,374	9,841,585	10,627,990
Total Non-Departmental	\$ 14,218,746	\$ 39,712,903	\$ 19,849,317	\$ 20,560,603

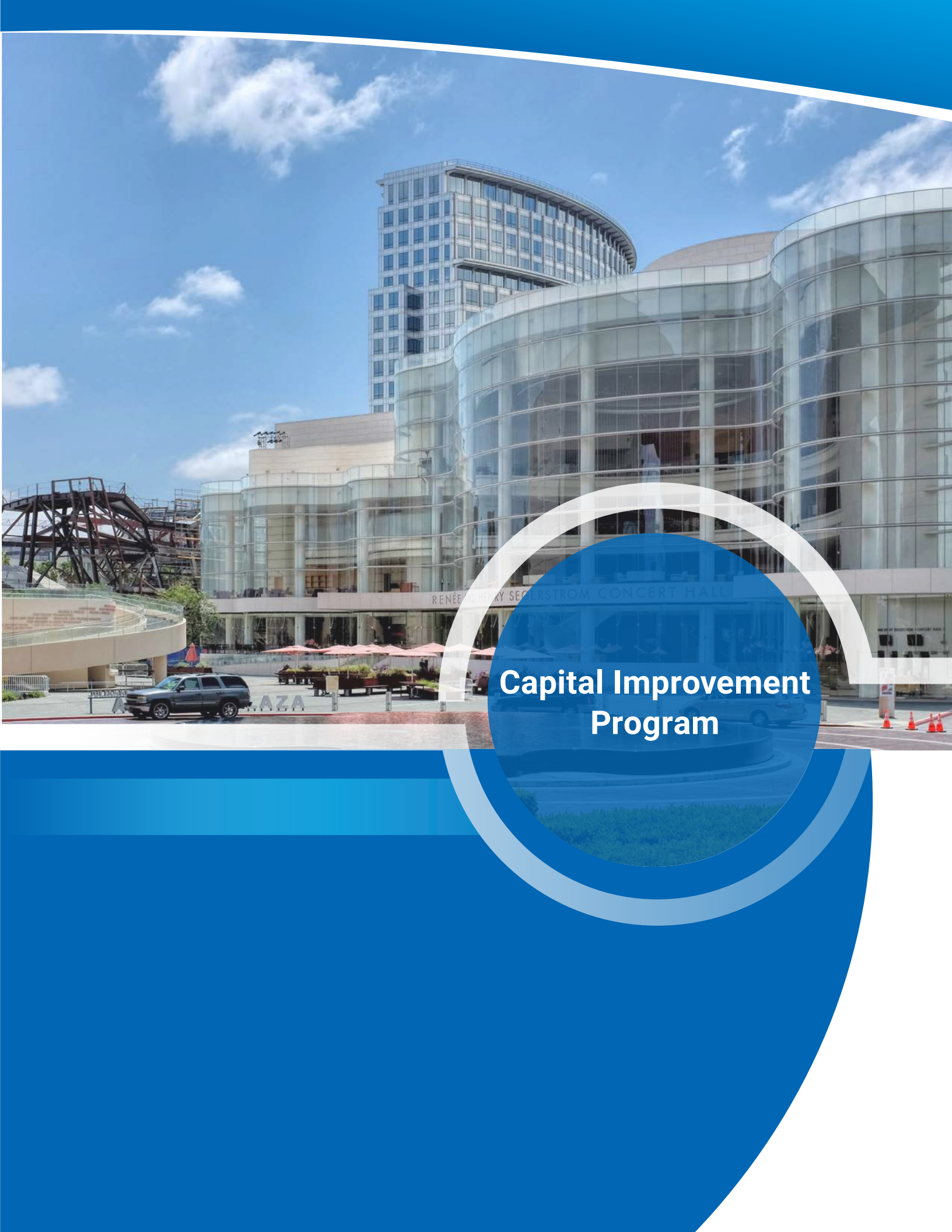
From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
NON-DEPARTMENTAL BY ACCOUNT: ALL FUNDS				
Salaries and Benefits				
Retirement	-	136,424	151,000	151,000
City Contrib - Retiree Medical	-	1,831,960	2,460,000	2,460,000
Subtotal Salaries & Benefits	\$ -	\$ 1,968,384	\$ 2,611,000	\$ 2,611,000
Maintenance and Operations				
Multi-Media, Promos, Subscript.	\$ 93,807	\$ -	\$ 164,000	\$ 164,000
Consulting	-	850	1,000	1,000
Legal	1,958,921	1,845,535	1,500,000	1,500,000
Principal Payments	1,610,000	1,675,000	2,450,000	2,450,000
Interest Payments	1,203,487	1,139,501	1,067,905	1,067,905
Grants, Loans and Subsidies	2,438,345	1,790,837	-	-
Contingency	-	36,760	500,000	500,000
Other Costs	-	-	1,713,827	1,638,708
Emergency Protective Measure	236,504	9,661	-	-
Subtotal Maintenance & Operations	\$ 7,541,065	\$ 6,498,145	\$ 7,396,732	\$ 7,321,613
Transfers Out				
Operating Transfers Out	\$ 6,677,681	\$ 31,246,374	\$ 9,841,585	\$ 10,627,990
Subtotal Transfers Out	\$ 6,677,681	\$ 31,246,374	\$ 9,841,585	\$ 10,627,990
Total Non-Departmental's Office	\$ 14,218,746	\$ 39,712,903	\$ 19,849,317	\$ 20,560,603

From Fiscal Year 2019-2020 Through Fiscal Year 2022-2023

Expense by Account	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
NON-DEPARTMENTAL BY ACCOUNT: GENERAL FUND ONLY				
Salaries and Benefits				
Retirement	-	136,424	151,000	151,000
City Contrib - Retiree Medical	-	1,831,960	2,460,000	2,460,000
Subtotal Salaries & Benefits	\$ -	\$ 1,968,384	\$ 2,611,000	\$ 2,611,000
Maintenance and Operations				
Multi-Media, Promos, Subscript.	\$ 93,807	\$ -	\$ 164,000	\$ 164,000
Consulting	-	850	1,000	1,000
Legal	1,958,921	1,845,535	1,500,000	1,500,000
Principal Payments	1,610,000	1,675,000	2,450,000	2,450,000
Interest Payments	1,203,487	1,139,501	1,067,905	1,067,905
Grants, Loans and Subsidies	2,438,345	1,122,837	-	-
Contingency	-	36,760	500,000	500,000
Other Costs	-	-	1,713,827	1,638,708
Subtotal Maintenance & Operations	\$ 7,304,560	\$ 5,820,484	\$ 7,396,732	\$ 7,321,613
Transfers Out				
Operating Transfers Out	\$ 5,405,141	\$ 22,073,228	\$ 8,980,936	\$ 10,627,990
Subtotal Transfers Out	\$ 5,405,141	\$ 22,073,228	\$ 8,980,936	\$ 10,627,990
Total Non-Departmental's Office	\$ 12,709,701	\$ 29,862,096	\$ 18,988,668	\$ 20,560,603





**Capital Improvement
Program**



CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program (CIP) is a summary of the major capital and public improvements to the City’s infrastructure. A capital or public improvement project is defined as expenditures on capital assets with a value greater than \$30,000 that are stationary in nature, including but not limited to, publicly owned or operated streets, highways, bridges, sidewalks, curbs, gutters, alleys, storm drains, trees and landscaping, medians, parks, playgrounds, traffic signals, streetlights, fences, walls, or other infrastructure. The CIP also includes other types of capital improvements including those specific to capital facilities, which are defined as city owned or operated buildings including, but not limited to, City Hall, Civic Center, Police Department, Old Corp Yard, fire stations, libraries, and community centers. Also included within the CIP are consolidated building modification projects. Capital projects differentiate themselves from building modification projects in the dollar amount of the project. Individual building modification projects are minor maintenance improvements capped at \$30,000, each respectively. In addition, capital projects have a wider scope of work and can span over multiple fiscal years. In such cases, continuing appropriations are a part of the annual budget to transparently track these multi-year capital projects. Other routine capital purchases, such as the purchase of new vehicles, computer hardware, and other equipment, are accounted for in other special funds, such as the Equipment Replacement Fund and IT Replacement Fund. These are not reflected in the CIP.

The CIP is important for planning and managing the City’s growth and development as well as maintaining existing infrastructure. The CIP is a living document that continues to evolve each fiscal year through the budgeting process to reflect City Council and community goals, needs, and desires. Planning for capital improvements is an ongoing process. As the City’s infrastructure condition(s) and needs change, capital programs and priorities are adjusted. New construction may be required to accommodate an increased demand or replace aging facilities, while existing infrastructure requires periodic rehabilitation, replacement, or other improvements to protect the City’s investments.

The Fiscal Year 2022-23 budget for the CIP is approximately \$25.3 million across all funding sources, which is an increase of 0.75 million or a 3% percent increase compared to the adopted budget for Fiscal Year 2021-22.

The Fiscal Year 2022-23 CIP includes several major projects such as, Fire Station No. 4 Training Tower and Grounds Reconstruction, Police Department Range Remodel and Upgrades construction, pavement reconstruction for Sunflower Avenue, Adams Avenue Active Transportation Project, Fairview Road Improvements, and improvements at Ketchum-Libolt, Shailmar and Brentwood parks. These represent large financial commitments and reflect the priorities established by City Council and community.

The table below reflects the adopted project expenditures for the CIP as well as the \$41.1 million in re-budgeted funds estimated to carry forward from the prior fiscal year for ongoing capital projects:

TOTAL CAPITAL IMPROVEMENT PROGRAM	
1-Year CIP	\$25,312,023
Ongoing CIP (continuing appropriation)	\$41,102,682
Total Capital Improvement Program	\$66,414,705

CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

CAPITAL IMPROVEMENT PROGRAM OVERVIEW

The CIP is organized and summarized by the following sections:

BUDGET GUIDE

The CIP Budget Guide provides a narrative overview of the CIP, including how the program is developed. The guide identifies funding sources and categories of projects. It also reflects various summaries of projects by category, district, and funding source.

CIP ACCOMPLISHMENTS

Included in this CIP section are major project-specific accomplishments from the prior fiscal year.

ONGOING CAPITAL IMPROVEMENT PROJECTS

The CIP section includes a list of ongoing capital projects that the City Council has authorized to re-budget and carry forward from the prior fiscal year. As the implementation of some capital projects straddle fiscal years, due to complexities of project or other issues, this list is a transparent way to reflect all open projects with their corresponding remaining balance. Adoption of the CIP also provides explicit City Council approval to reappropriate these remaining project balances.

PROPOSED CAPITAL IMPROVEMENT PROJECTS BY CATEGORY AND CITY COUNCIL GOALS

Best practices recommend that state and local governments establish an objective process for categorizing and prioritizing capital improvement projects. The proposed capital projects by category provides a high-level summary of the projects by voting district. The voting district reflects the actual project location; however, some projects may provide a communitywide benefit. The capital projects are also classified using the following categories (which are further defined under the *Prioritization and Categorization* section):

- 1 – Risk to Health, Safety or Environment
- 2 – Regulatory or Mandated Requirement
- 3 – Grant Funding
- 4 – Master Plan, General Plan
- 5 – Asset Condition, Annual Recurring Costs

In addition, this summary includes a corresponding project status, defined below:

- **New project** – projects with this status are not previously budgeted projects and represent new financial commitments to fund the projects as well as ongoing operation, maintenance, and rehabilitation costs.
- **Existing project** – projects with this status are previously budgeted projects that are not completed or span multiple fiscal years and are generally phased.
- **Ongoing project** – projects with this status are ongoing citywide projects that are budgeted every fiscal year in the CIP and relate to annual citywide improvements or maintenance. Examples of projects with this status include Citywide Street Improvements, Citywide Storm Drain Improvements, or Parkway Improvement Program. The project detail forms for these projects will not reflect prior budgets or expenditures as the remaining balances for these projects are reflected on the *Ongoing Capital Improvement Projects* summary.

CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

This section also reflects how all capital projects tie back to the City Council's established goals. Each project will meet one or more of the below priorities: [THESE ARE NOT ALL THE GOALS, AND NOT IN ORDER APPROVED BY COUNCIL]

- **Goal #1:** Recruit and Retain High Quality Staff
- **Goal #2:** Achieve Long-term Fiscally Sustainability
- **Goal #3:** Strengthen the Public's Safety and Improvement Quality of Life
- **Goal #4:** Advance Environmental Sustainability and Climate Resiliency
- **Goal #5:** Diversify, Stabilize and Increase Housing to Reflect Community Needs

PROPOSED CAPITAL IMPROVEMENT PROJECTS MAP – BY VOTING DISTRICT

Fiscal Year 2022-23 marks the transition of the CIP to reflect voting districts. A map depicting the geographical location of the capital projects with an overlay reflecting the voting districts is included in this section. The voting district reflects the actual project location; however, some projects may provide a communitywide benefit. Citywide or “ongoing” projects are not included on this map because they are not specific to any one location or voting district.

PROPOSED CAPITAL IMPROVEMENT PROJECTS BY FUNDING SOURCE

The summary of proposed capital projects by funding source provides a detailed list of each project and corresponding funding sources for Fiscal Year 2022-23. This summary is organized by the following project types:

- **Energy and Sustainability** – projects in this category include any sustainability related initiatives, including planning and implementation of energy efficiency measures at City owned facilities, expanding renewables (i.e. Solar PV) and electrifying transportation by expanding the electric vehicle (EV) charging infrastructure and Zero Emission Vehicles (ZEVs) citywide.
- **Facilities** – projects in this category include any facility maintenance, improvements or reconstruction.
- **Parks** – projects in this category include any maintenance, improvements, or development at park facilities.
- **Parkway and Medians** – projects in this category include any parkway and median landscape maintenance or curb/median construction.
- **Streets** – projects in this category include any street maintenance (i.e. slurry seal, rehabilitation, etc.), storm drain and water quality related improvements.
- **Transportation** – projects in this category include any transportation related improvements or maintenance, including active transportation projects, traffic signal maintenance and improvements, and general neighborhood traffic improvements.

CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

CAPITAL IMPROVEMENT PROJECT DETAILS

This section provides detailed information about all projects, funding levels, and funding sources. These forms are project-specific and reflect all prior, current, and future project expenditures by phase to provide a total project cost for the City Council and community.

Each project-specific form also includes an estimated financial operating impact for consideration in the budget adoption process that outlines ongoing operation, maintenance, and rehabilitation costs. These estimates are prepared per project and are subject to change based on final project design and/or construction. Certain ongoing citywide projects do not include maps or images as the maintenance districts are not specific to any one location or voting district. Additionally, these projects do not reflect prior budgets or expenditures as they are classified as “ongoing” projects. As such, the remaining balances for these projects are reflected on the *Ongoing Capital Improvement Projects* summary.

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

The Five-Year CIP also includes a “future” column for projects that are not developed at this time or may be implemented after Fiscal Year 2027-2028. Each fiscal year of the Five-Year CIP includes a realistic cost estimate that is within range of prior year CIP total costs. However, the cost estimates for each project are presented at current value/current dollars and are not escalated for inflation. As a result, the estimates are subject to change. Additionally, although the schedule spans five years and future, funds for only the first year are appropriated within the Fiscal Year 2022-23 Budget. The schedule provides a view of upcoming fiscal year capital projects that could be adjusted based on changing City Council and community priorities or financial capabilities. The revised 5-year CIP represents an overall well-balanced, long-term plan reflecting current City Council’s strategic goals and priorities. All projects including those in “future” years remain eligible for any grant funding, should opportunities arise.

PERCENTAGE OF GENERAL FUND BUDGET FOR CAPITAL EXPENDITURES

On September 15, 2015, the City Council adopted the Capital Asset Needs (CAN) Ordinance as a result of a new policy being adopted during the preparation of the Fiscal Year 2015-16 budget. The ordinance added Article 8 to Chapter V of Title 2 of the Costa Mesa Municipal Code to establish the requirement for the City to annually allocate a minimum of five percent (5%) of the General Fund revenue to a capital expenditures account and one and one-half percent (1.5%) of General Fund revenue to a capital facilities account. These funds are to be used for the construction, design, engineering, project management, inspection, contract administration and property acquisition of city owned or operated facilities.

In addition, the Capital Facilities account may also be used toward debt obligations created to fund Capital Facilities.

In the event of an economic downturn, natural disaster, emergency or other unforeseen circumstance, or if the General Fund Operating Reserve falls below the level established by resolution of the City Council pursuant to Section 2-205 of the Costa Mesa Municipal Code, the City is not required to comply with the requirements set forth above. Use of such exceptions requires approval by a supermajority of the City Council.

CIP GOALS

The CIP is developed based on the City Council and community’s overarching goals. This is specifically reflected in the Adopted Capital Improvement Projects by Category and City Council Goals section. Additionally, the program is developed in accordance with elements in the City’s General Plan as well as City Council adopted planning documents and master plans.

CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

CIP BUDGET DEVELOPMENT PROCESS

As part of the annual budget process, the Finance Department and Public Works Department partner to propose a balanced list of projects that consider the complex workloads associated with each project as well as funding sources and available resources. In collaboration with the City Manager's Office, capital projects are recommended by departments and reviewed and evaluated by both the Finance Department and Public Works Department to ensure that the City's priorities, infrastructure needs, financial capacity, and impact the projects have on the City's operating budget are addressed.

Typically, a number of projects are identified and requested each year; however, not all of the projects can be funded. An evaluation process is conducted in collaboration with each department to discuss priorities and needs. A list of recommended projects is presented to the City Manager for consideration and all projects considered, but not recommended, are deferred and included in the Five-Year CIP for future consideration.

Additionally, there is a number of capital projects that may be requested and are pending other funding sources, including competitive grants. Projects that may be expecting such competitive grant funding, or funded with other similar outside resources, are not budgeted in the current fiscal year until the funding is awarded, but they are referenced in the Five-Year CIP. As a result, throughout the fiscal year, the City Council will receive recommendations to authorize new capital projects and approve budget adjustments to recognize and appropriate the competitively sourced funding.

Once the proposed list is prepared, staff presents the proposed projects at the City Council Study Session, Finance and Pension Advisory Committee, Parks, Arts and Community Services Commission, and the Planning Commission for consideration based on their respective purviews. Following their respective reviews and approval, the CIP budget is presented to City Council for consideration and adoption.

PRIORITIZATION & CATEGORIZATION

The CIP is updated annually allowing the City to re-evaluate its priorities and needs in each subsequent year based upon the most current revenue projections and project priorities. Capital projects affecting public health and safety, and/or legal mandates receive the highest priority. The remaining projects are prioritized for final City Council consideration and adoption by City Council goals, conformance to the City's General Plan and corresponding planning documents and approved master plans, asset conditions, and available grant funding.

The categories aiding in prioritization of these projects are outlined and defined below:

- **1 – Risk to Health, Safety or Environment** – projects in this category provide an immediate health or safety concern. These are high priority projects.
- **2 – Regulatory or Mandated Requirement** – projects in this category are mandated or in accordance with government regulations. Projects in this category are required and may not be defunded or deferred.
- **3 – Grant Funding** – projects in this category generally have competitively sourced funding and are subject to a timeframe outlined in the grant documents. Consequently, deferring these projects may result in forfeiture of grant funding.
- **4 – Master Plan, General Plan** – projects in this category are in conformance with the City's General Plan and related planning documents. They are also projects specifically identified in other approved master plans, such as park-specific master plans, Active Transportation Plan or Parks, Open Space, & Recreation Master Plan.

CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

- **5 – Asset Condition, Annual Recurring Costs** – projects in this category may either be annual recurring extraordinary maintenance costs or one-time/infrequent projects that improve the condition of the City's assets. Some projects in this category include playground resurfacing and equipment replacement, street rehabilitation or sidewalk and parkway repairs. Some projects in this category may also be categorized as 1 – Risk to Health, Safety or Environment after previously being deferred.

PROJECT ESTIMATES & FUNDING SOURCES

The Public Works Department develops project cost estimates based on prior experience with similar projects or preliminary designs already completed. The cost estimates for each project are presented at current value/current dollars and are not escalated for inflation. As a result, the estimates are subject to change or escalation, particularly in the outer years of the Five-Year CIP. Occasionally the scope of the project may change resulting in higher costs than the original estimate. This also includes projected operating costs or impacts of the capital projects which are estimated per project and subject to change based on final project design and/or construction.

If project costs at the time of bid award are more than budgeted amounts, five options are considered:

- Eliminate the project; or
- Defer the project for consideration during future budget processes; or
- Re-scope or change the phasing of the project to meet the existing approved budget; or
- Request City Council to transfer funding from another specified project that has savings and/or is a lower priority; or
- Request City Council appropriate additional resources, as necessary, from the respective fund balances.

At project completion, any unused funds are returned to the unassigned fund balance for the respective funds.

The City employs a combination of approaches to fund its capital projects. The Finance Department and Public Works Department funding recommendations are based upon the most current revenue projections. For many smaller improvement projects, funds are appropriated from available cash on hand. Large-scale capital projects are funded through a variety of methods including long-term financing, user fees, proceeds from bond issues, grants, assessments, impact fees, and reserve balances. A list and description of capital project funding sources is provided in the *Description of Funds*.

CONTINGENCIES & CHANGE ORDERS

A contingency is included within applicable projects as specified on the project detail forms' cost breakdown. These amounts allow for budget flexibility for unanticipated concerns or cost escalations during the project, including potential change orders.

Change orders for projects are processed in accordance with the adopted City Council Policy 700-1, *Change Orders on Capital Improvements*. This Policy provides flexibility for unforeseen circumstances on Capital Improvement Projects when change orders are required. These change orders are generally the result of additions or deletions to the project, revisions to the project, and omissions or errors in the original project plans and/or specifications. The policy does not provide budget authority for change orders as City Council would first need to approve a budget adjustment appropriating or transferring the necessary funding.

CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

The policy provides staff with the following latitude while also maintaining accountability for expenditures:

CITY COUNCIL POLICY 700-1		
CHANGE ORDER AMOUNT/PERCENT	MAXIMUM COLLECTIVE SUM	APPROVAL LEVEL
\$5,000 or 1% of original contract (whichever is greater)	Sum of all change orders can't exceed 5% of original contract or \$5,000	Department Head
Up to \$50,000 or 5% of original contract (whichever is greater)	Sum of all change orders can't exceed 10% of original contract or \$50,000	City Manager
Over \$50,000 or 5% of original contract (whichever is greater)	Sum of all change orders that exceed 10% of original contract or \$50,000	City Council (requires new business item on Agenda)
Scope of work changes (when project is materially changed)	All material changes to the scope regardless of the amount or collective sum	City Council (requires new business item on Agenda)

CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

WHAT DID WE DO DURING FISCAL YEAR 2021-22?

CITYWIDE STREET IMPROVEMENTS

During fiscal year 2021-22, the Public Works Department completed a comprehensive program inclusive of street pavement reconstruction, rehabilitation, and slurry seal. Pavement surfaces were rehabilitated that ranged from full reconstruction to slurry seal, in addition to the reconstruction of parkways consisting of concrete curbs & gutters, sidewalks, and driveways. Examples of streets that have been recently reconstructed and rehabilitated include Bristol Street, Logan Street, along with multiple residential streets. In conjunction to these infrastructure improvements, Active Transportation elements were also incorporated, such as expanded bike lanes, conflict zone striping, and bike boxes. Traffic striping, markings, and signage have been updated or improved to current standards that promote safety and clarity to the motoring public, bicyclists, and pedestrians.



LOGAN STREET



TERMINAL WAY



**BRISTOL STREET
PAVEMENT REHABILITATION**



**CLUB HOUSE ROAD
SLURRY-SEAL**

CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

CITYWIDE ALLEY IMPROVEMENTS

The City's alleys provide critical passageways for ingress and egress to residential homes and businesses. The Public Works Department embarked on this program to rehabilitate and improve several alleys throughout the City. Approximately 115,000 square feet of deteriorated asphalt alleys replaced with new fiber reinforced concrete surfaces, allowing for smoother drives and long term durability. Examples of alleys that have been recently rehabilitated include 19th Street Alley, Tustin Street Alley, Rosemary Place Alley, and others. Over the past thirteen years, 107 of 130 public alleys were reconstructed.



TUSTIN STREET ALLEY



19th STREET ALLEY



ROSEMARY PLACE ALLEY

CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

CITYWIDE PARKWAY IMPROVEMENTS

The City's parkways are a fundamental part of the overall infrastructure that enable mobility and transportation, and the Public Works Department has committed to reconstruct and repair these critical infrastructure facilities. The parkways consist of concrete sidewalks, curbs and gutters, driveways, curb ramps, and cross gutters. During fiscal year 2021-22, the City endeavored on an ambitious parkway improvement project that reconstructed approximately 50,000 square feet of new sidewalks. Improvement areas and locations include Mesa Drive, Charle Street, Bernard Street, Redwood Avenue, and Sandalwood Street.



BERNARD STREET



MESA DRIVE



CHARLE STREET

CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

JACK HAMMETT SPORTS COMPLEX EXPANSION

Construction on the Jack Hammett Sports Complex improvements project started in early 2022. The completed sports complex project included major upgrades that include additional storage buildings, accessibility improvements, lighting upgrades, irrigation installation, and expanded parking spaces. Even during construction, the sports complex continues to be the hub of tournaments and other sporting activities. Meanwhile, the city's signature sports park remained open to the community to enjoy during the course of construction.



STORAGE BUILDINGS



SIDEWALKS



ENTRYWAY

CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

FAIRVIEW ROAD IMPROVEMENT PROJECT

This project was a federally funded project through the Highway Safety Improvement Program (HSIP) grant funds to enhance traffic operations on Fairview Road from Baker Street to Adams Avenue. This transportation improvement features a newly installed traffic signal at Fairview Road and Village Way with a new pedestrian refuge island and crossing. The project also encompasses new street rehabilitation, including new pavement, curb & gutter, newly landscaped median islands, parkway landscaping with newly planted trees, new bike lanes, curb ramps, as well as other improvements. Improved bike lanes with green conflict zones conform to the City's Active Transportation Plan (ATP) and will enhance mobility and increase safety along this highly traveled corridor.



CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

RANDOLPH AVENUE AND ST. CLAIR STREET PARKING & PEDESTRIAN IMPROVEMENTS

This innovative improvement project is a combination of melding both Active Transportation and street rehabilitation. The project increases available on-street parking, encourages slower speeds, and improves pedestrian access and mobility. Also added are more on-street parking spaces with the construction of traffic calming improvements on Randolph Avenue between Bristol Street and Baker Street and along St. Clair Street. It features a roundabout with pedestrian crosswalks, a mid-block raised pedestrian crosswalk with flashing beacons, speed cushions, landscaping, and improved striping and markings. Moreover, damaged pavement was removed and replaced, along with the placement of new asphalt concrete that will result in smoother drives.

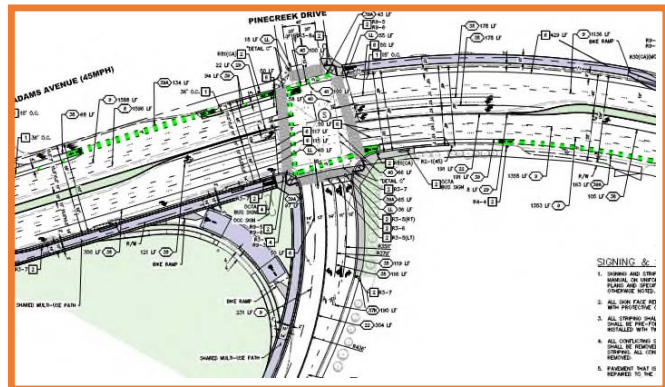


CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

ACTIVE TRANSPORTATION IMPROVEMENTS

The design of several Active Transportation projects and implementation of bicycle facilities on several streets were completed in the current fiscal year. These include:

- Bike rack installations at various locations
- Class III bicycle facilities along El Camino Drive and Country Club Drive
- Improved Class II bicycle facilities along Baker Street
- Class IV cycle tracks along Bristol Street
- West 19th Street Bicycle Facility (Design)
- Adams Avenue and Pinecreek Drive Pedestrian and Bicycle Intersection Improvements (Design)
- Adams Avenue Bicycle Facility from Harbor Boulevard to Fairview Road (Design)
- West 18th Street HAWK Signal (Design)
- West 19th Street at Wallace Pedestrian Signal (Design)



CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

TRANSPORTATION STUDIES

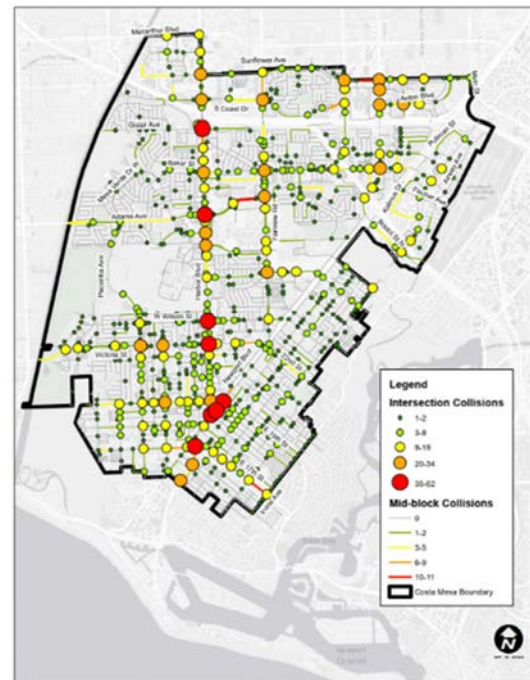
The following citywide transportation-focused planning studies were completed. These studies included significant outreach with the community through public meetings, Active Transportation Committee, and social media. Projects from these studies will be included in future fiscal years.

- Pedestrian Master Plan
- Local Road Safety Plan
- Citywide Residential Permit Parking Study
- Berkeley SafeTREC Complete Streets Safety Assessment



COSTA MESA LRSP 2021

Figure 5: Density of all Crashes at Intersections and Segments (2015-2019)



CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

PLAYGROUND RENOVATION AT JORDAN PARK

The renovation of the playground at Jordan Park is scheduled to be completed in mid-June. The new playground design includes both 2-5 year old and 5-12 year old play structures that focus on sensory and explorative play. The 2-5 is an age appropriate play system that promotes gradual levels of climbing experiences, and has a hex shade, with two shadow play roofs. The 5-12 structure is one that will serve as a piece of functional art. The Tall Shadow Play Helix tower will be a landmark for the community for years to come. The system is also linked to a large space ship climber with multiple paths to climb. There are several features that will allow users to access the 8' spiral slide.



CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

PLAYGROUND AND EXERCISE AREA RENOVATION AT Tanager Park

The renovation of the playground and exercise area at Tanager Park is scheduled to be completed in mid-June. The new playground design features a large, single play structure for ages 2 through 12 that offers children the opportunity to grow with the play area by offering age appropriate features. The play area also features several items that help the imaginative process as children play underneath tree canopies, and birds that pay homage to the 'Upper Birds' neighborhood. The playground design has four (4) swing seats including an expression seat, which is the only eye to eye swing for parents and children. The new fitness area will include over sixteen (16) fitness features within the existing footprint.



CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

TANAGER PARK PICKLEBALL COURTS

Pickleball is becoming the Nation's fastest growing sport. This project will convert the abandoned basketball court into two (2) north-south facing pickleball courts. Concrete will be added to the east side of the courts and the entire area will be resurfaced and striped for pickleball play. Permanent posts and nets will be installed as well.



CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

**Ongoing Capital Improvement Projects
Remaining Balances as of 4/10/22**

No.	Proj #	Project Name	TOTAL ALL FUNDS		
			Budget	Actuals	Remaining Balance
1	200009	Corp Yard Fleet Shop Epoxy Floor	\$ 75,000	\$ -	\$ 75,000
2	200013	Fire Station #2 Reconstruction	750,000	-	750,000
3	200040	HVAC Replacement at Various Facilities	530,000	3,681	526,319
4	200060	Corp Yard Electric Security Gate	75,000	5,340	69,660
5	200062	Building Maintenance Projects	3,096,836	2,873,985	222,851
6	200066	PD-Removal Underground Fuel Tank	125,000	1,268	123,732
7	200072	Fire Station #1 Dehumidifier Install	250,000	-	250,000
8	200077	City Hall Cast Iron Drain Repipe	75,000	16,670	58,330
9	200079	City Hall Exterior Paint	150,000	5,340	144,660
10	200080	City Hall Training Room	40,000	8,420	31,580
11	200085	IT Department Relocation	235,000	831	234,169
12	200091	City Hall- Elevators Modernization	707,712	357,133	350,579
13	200092	Fire Suppression System & Fire Panel Upgrade	527,568	386,706	140,862
14	200094	Range Remodel/Update	1,600,000	97,529	1,502,471
15	200097	Electric Vehicle Fleet and Infrastructure	507,896	391,728	116,168
16	200099	Finance Security & Efficiency Reconfiguration	305,000	53,641	251,359
17	210003	Fire Station 3 - Ground Water and Soil Assessment	50,000	38,731	11,269
18	210004	Fire Stations - Minor Projects at Various Stations	200,000	89,143	110,857
19	210005	Citywide Parking Study	135,000	115,114	19,886
20	210010	Citywide Community Choice Energy Study	150,000	-	150,000
21	300005	Adams Ave Imp RMRA	2,278,862	-	2,278,862
22	300008	Wilson Street Improvements	800,000	-	800,000
23	300063	Project W Transit Stop Improvement	74,500	-	74,500
24	300148	Citywide Bicycle Rack Improvements	150,000	43,331	106,669

CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

**Ongoing Capital Improvement Projects
Remaining Balances as of 4/10/22**

No.	Proj #	Project Name	TOTAL ALL FUNDS		
			Budget	Actuals	Remaining Balance
25	300162	I-405 Improvements	594,400	520,604	73,796
26	300163	Citywide Neighborhood Traffic Improvements	412,800	284,568	128,232
27	300169	Fairview Road Improvements - I-405 to Adams Avenue	1,178,820	34,053	1,144,767
28	300171	SB Newport Blvd Improvement (Mesa to Victoria)	1,965,652	34,765	1,930,887
29	300172	Pavement Mitigation I -405 Project	661,980	-	661,980
30	300173	Newport Blvd Improvement NB (22nd to Bristol) & SB (Bristol to Mesa)	2,134,145	33,743	2,100,402
31	300174	Adams at Pinecreek Improvements	937,453	68,211	869,242
32	300176	Local Road Safety Plan	95,000	86,710	8,290
33	350030	Westside Restoration Project	475,000	69,274	405,726
34	360003	Citywide Bicycle Trail Wayfinding Signage	75,000	-	75,000
35	370010	Mesa Del Mar Multimodal Access	300,000	4,071	295,929
36	370034	Fairview Road Traffic Signal Synchronization	2,070,896	2,004,042	66,854
37	370039	Baker/Placentia /19th/ Victoria Traffic Signal Synchronization	2,216,000	-	2,216,000
38	370051	Fairview Road Improvements (Baker St. to Adams Ave.)	710,600	613,161	97,439
39	370052	Newport Boulevard Improvements from 19th St. to 17th St.	656,250	169,298	486,952
40	370054	Baker/ Randolph Traffic Signal Installation	300,000	178,382	121,618
41	370056	Bear Street Traffic Signal Synchronization	636,253	577,631	58,622
42	370057	Red Hill Ave Traffic Signal Synchronization	66,080	-	66,080
43	370058	Citywide Traffic Signal Improvement	50,000	-	50,000
44	370059	W.19th Wallace Ave Traffic Signal	330,000	12,618	317,382
45	400012	Citywide Alley Improvements	3,073,019	2,533,908	539,111
46	400015	Citywide Street Improvements	32,551,440	24,388,313	8,163,127
47	450009	West 19th Bicycle Lanes and Route	397,710	322,710	75,000
48	450010	Citywide Class II, III and IV Bicycle Projects	520,461	23,134	497,327

CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

Ongoing Capital Improvement Projects
Remaining Balances as of 4/10/22

No.	Proj #	Project Name	TOTAL ALL FUNDS		
			Budget	Actuals	Remaining Balance
49	450013	Adams Ave Multi-Purpose Trail	325,000	150,781	174,219
50	450014	Adams Ave Bicycle Facility Project	132,547	84,258	48,289
51	450015	Bicycle/Pedestrian Infrastructure Improvements	150,000	-	150,000
52	450016	Mesa/Santa Ana Bicycle Facility Improvements	100,000	-	100,000
53	450017	MV/Peterson PI Class II Bicycle Facility	100,000	-	100,000
54	470001	Randolph Parking & Pedestrian Improvements	421,000	25,674	395,326
55	470002	West 18th & Wilson Crosswalks	300,000	-	300,000
56	500009	New Sidewalk / Missing Link Program	791,525	691,525	100,000
57	500010	Parkway Maintenance Program Citywide	1,225,000	408,301	816,699
58	500017	Priority Sidewalk Repair	350,000	246,268	103,732
59	550008	Citywide Catch Basin Insert and Water Quality Improvement	243,213	190,602	52,611
60	550011	Citywide Storm Drain Improvements - Fairview Park Storm	353,055	-	353,055
61	550011	Citywide Storm Drain Improvements	2,395,842	971,307	1,424,535
62	550021	Bristol Street Storm Drain Diversion Project	1,848,500	1,782,976	65,524
63	550022	Westside Storm Drain Improvements	1,600,000	8,135	1,591,865
64	700016	Tanager Park Playground Equip Replacement	223,525	-	223,525
65	700021	Wilson TeWinkle Park Bridge Repairs	200,000	2,736	197,264
66	700027	TeWinkle Park - Skate Park Expansion	170,000	37,841	132,159
67	700054	Westside Park Development	250,000	-	250,000
68	700080	Park Security Lighting	299,880	135,379	164,501
69	700106	Various Parks - Sidewalk Replacement	64,686	-	64,686
70	700110	Open Space Master Plan Update	275,000	183,408	91,592
71	700111	Various Parks Rehab Parking Lots	70,000	-	70,000
72	700115	Jack Hammett Sports Complex ADA Improvements	2,776,652	764,895	2,011,757

CAPITAL IMPROVEMENT PROGRAM (CONTINUED)






**Ongoing Capital Improvement Projects
Remaining Balances as of 4/10/22**

No.	Proj #	Project Name	TOTAL ALL FUNDS		
			Budget	Actuals	Remaining Balance
73	700128	Park Accessibility	140,000	-	140,000
74	700129	Shalimar Park Improvements	250,000	-	250,000
75	700132	Fairview Park - Vernal Pool Restoration	300,000	83,174	216,826
76	700133	Canyon Park Inventory Management & Restoration	60,000	-	60,000
77	700134	Fairview Park Fence Sign Trail	150,000	5,136	144,864
78	700135	Fairview Park Master Plan Update	250,000	-	250,000
79	700136	Jordan Park Playground Equipment Replacement	175,000	-	175,000
80	700137	TeWinkle Park Lakes Repairs	132,475	5,730	126,745
81	700139	Ketchum-Libolt Park Expansion	297,520	-	297,520
82	800015	Lions Park Projects & NCC- Library Development	39,338,508	38,175,741	1,162,767
83	800027	Downtown Aquatic Center Pool Replaster	309,474	1,755	307,719
84	800029	EOC Equipment Update	150,000	9,644	140,356
Total Ongoing Capital Improvement Projects			\$ 121,515,735	\$ 80,413,053	\$ 41,102,682

No.	Project Name	Category	Dist. No.
1	Corporation Yard - Electric Vehicle Charging Stations	5 - Asset Condition, Annual Recurring Costs	1
2	Building Modification Projects	5 - Asset Condition, Annual Recurring Costs	All
3	City Hall - Cast Iron Drainage Repipe	5 - Asset Condition, Annual Recurring Costs	3
4	City Hall - Painting, Carpet Replacement, and Miscellaneous Improvements	5 - Asset Condition, Annual Recurring Costs	3
5	City Hall - Training Room	5 - Asset Condition, Annual Recurring Costs	3
6	Costa Mesa Country Club Modernization	5 - Asset Condition, Annual Recurring Costs	1
7	Costa Mesa Tennis Center Improvements	5 - Asset Condition, Annual Recurring Costs	3
8	Fire Station 2 Reconstruction	5 - Asset Condition, Annual Recurring Costs	2
9	Fire Station 4 Training Tower and Grounds Reconstruction	3 - Grant Funding	1
10	Fire Station 6 Roof Replacement	5 - Asset Condition, Annual Recurring Costs	2
11	Fire Stations - Minor Projects at Various Fire Stations	1 - Risk to Health, Safety or Environment	All
12	Police Department - Emergency Communications Facility Remodel	1 - Risk to Health, Safety or Environment	3
13	Police Department Parking Lot Reconfiguration	1 - Risk to Health, Safety or Environment	3
14	Police Department Range Remodel and Upgrade	5 - Asset Condition, Annual Recurring Costs	3
15	Police Department Structural Foundation Repair	1 - Risk to Health, Safety or Environment	3
16	Senior Center Fire Alarm Panel Upgrade	1 - Risk to Health, Safety or Environment	5
17	Westside Police Sub-Station Improvements	1 - Risk to Health, Safety or Environment	5
18	Brentwood Park Improvements	4 - Master Plan, General Plan	6
19	Butterfly Gardens	4 - Master Plan, General Plan	All
20	Fairview Park - Pump Station & Wetlands Recirculation System	2 - Regulatory or Mandated Requirement	5
21	Ketchum-Libolt Park Expansion	4 - Master Plan, General Plan	4
22	Park Sidewalk / Accessibility Program	1 - Risk to Health, Safety or Environment	All
23	Shalimar Park Expansion	4 - Master Plan, General Plan	4

CAPITAL IMPROVEMENT PROGRAM






Capital Improvement Projects By Category and City Council Goals Proposed Fiscal Year 2022-23

 Quality Recruitment	 Fiscal Sustainability	 Safe Community	 Environmental Sustainability	 Housing Commitments	Fiscal Year 2022-2023
	✓				\$ 195,000
					\$ 231,500
		✓			\$ 253,000
		✓			\$ 200,000
✓					\$ 440,000
					\$ 350,000
					\$ 300,000
✓		✓	✓		\$ 1,400,000
✓		✓	✓		\$ 3,600,000
		✓			\$ 192,500
		✓			\$ 100,000
		✓			\$ 330,000
		✓			\$ 203,500
✓		✓			\$ 600,000
		✓			\$ 330,000
		✓			\$ 71,500
✓		✓			\$ 211,125
		✓			\$ 250,000
					\$ 100,000
		✓	✓		\$ 155,000
		✓			\$ 1,000,000
		✓			\$ 50,000
		✓			\$ 1,000,000

No.	Project Name	Category	Dist. No.
24	Various Parks - Playground Repairs and Replacement	5 - Asset Condition, Annual Recurring Costs	All
25	Parkway and Median Improvement Program	1 - Risk to Health, Safety or Environment	All
26	Westside Restoration Project	4 - Master Plan, General Plan	4 & 5
27	CDBG Westside Street Improvements - Wilson Street	3 - Grant Funding	5
28	Citywide Alley Improvements	4 - Master Plan, General Plan	All
29	Citywide Catch Basin and Water Quality Improvement Project	2 - Regulatory or Mandated Requirement	All
30	Citywide Street Improvements	4 - Master Plan, General Plan	All
31	Placentia Ave. Stormwater Quality Trash Full-Capture System	3 - Grant Funding	1 & 5
32	Sunflower Avenue Rehabilitation Project	4 - Master Plan, General Plan	1
33	Adams Avenue Active Transportation Project	4 - Master Plan, General Plan	1
34	Bicycle and Pedestrian Infrastructure Improvements	4 - Master Plan, General Plan	All
35	Bicycle Safety Education - 16 Schools	1 - Risk to Health, Safety or Environment	All
36	Citywide Bicycle Rack Improvements	4 - Master Plan, General Plan	All
37	Citywide Class II, III and IV Bicycle Projects	4 - Master Plan, General Plan	All
38	Citywide Neighborhood Traffic Calming Improvements	1 - Risk to Health, Safety or Environment	All
39	Fairview Road Improvement Project	3 - Grant Funding	3
40	New Sidewalk / Missing Link Project	1 - Risk to Health, Safety or Environment	All
41	Priority Sidewalk Project	1 - Risk to Health, Safety or Environment	All
42	West 18th Street and Wilson Street Pedestrian Crossings	4 - Master Plan, General Plan	3 & 5

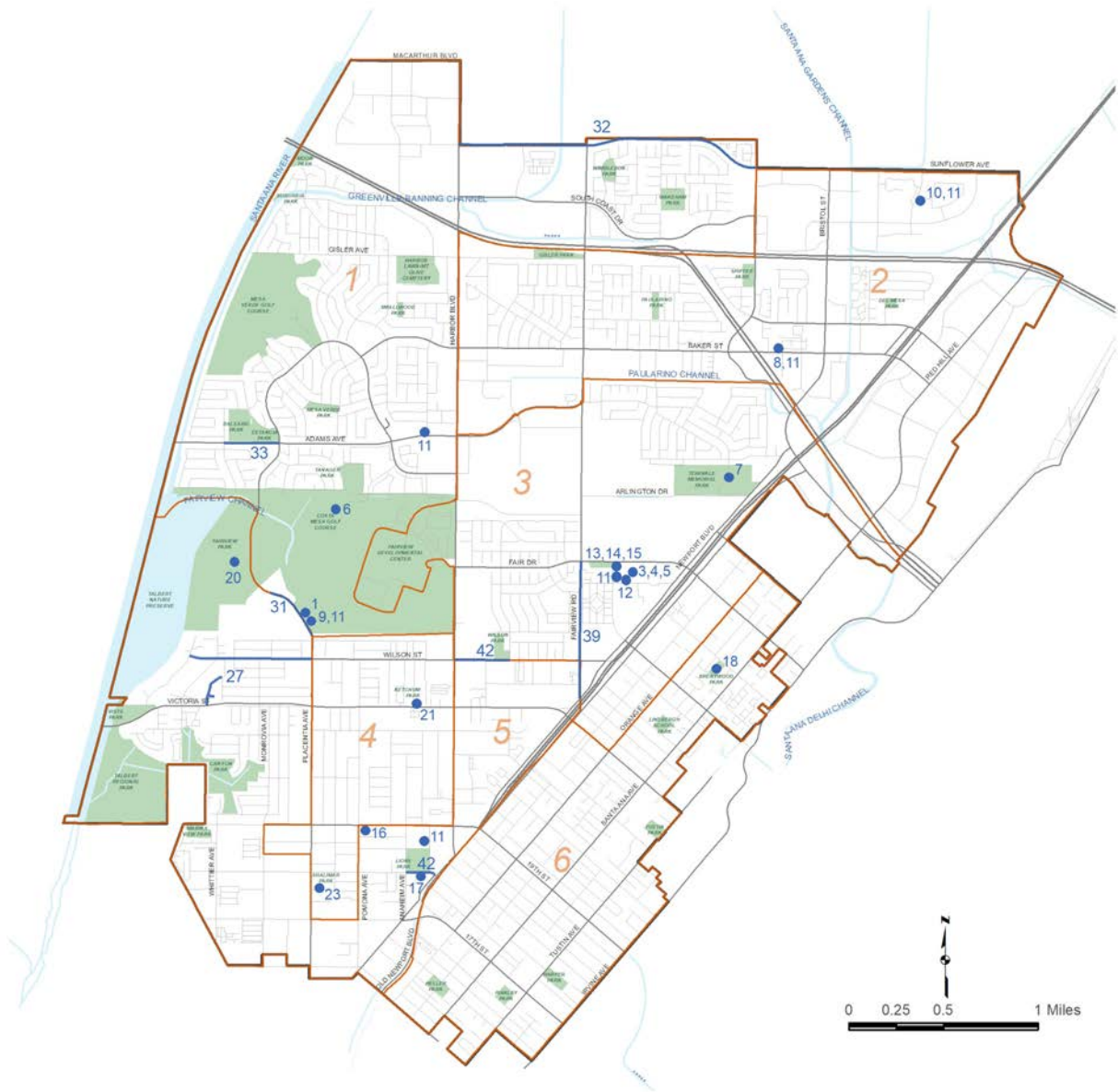
CAPITAL IMPROVEMENT PROGRAM

Capital Improvement Projects By Category and City Council Goals Proposed Fiscal Year 2022-23

 Quality Recruitment	 Fiscal Sustainability	 Safe Community	 Environmental Sustainability	 Housing Commitments	Fiscal Year 2022-2023
		✓			\$ 50,000
					\$ 450,000
		✓			\$ 250,000
		✓			\$ 857,000
					\$ 500,000
		✓	✓		\$ 30,000
					\$ 5,500,000
		✓	✓		\$ 385,000
					\$ 2,570,782
		✓	✓		\$ 1,250,000
		✓	✓		\$ 250,000
		✓	✓		\$ 150,000
		✓	✓		\$ 100,000
		✓	✓		\$ 500,000
		✓	✓		\$ 75,000
		✓	✓		\$ 581,116
		✓	✓		\$ 100,000
		✓	✓		\$ 50,000
		✓	✓		\$ 100,000
					\$ 25,312,023

CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

Map by Voting District



1

¹ Citywide projects that are not specifically defined and/or larger projects (i.e. Westside projects) are not geographically displayed above as they are not specific to any one location or district.



No. Category/Project Title	Gas Tax (HUTA) Fund	AQMD Fund	CDBG Fund
	201	203	207
ENERGY & SUSTAINABILITY			
1 Corporation Yard - Electric Vehicle Charging Stations		\$ 195,000	
<i>TOTAL ENERGY & SUSTAINABILITY</i>	\$ -	\$ 195,000	\$ -
FACILITIES			
2 Building Modification Projects			
3 City Hall - Cast Iron Drainage Repipe			
4 City Hall - Painting, Carpet Replacement, and Miscellaneous Improvements			
5 City Hall - Training Room			
6 Costa Mesa Country Club Modernization			
7 Costa Mesa Tennis Center Improvements			
8 Fire Station 2 Reconstruction			
9 Fire Station 4 Training Tower and Grounds Reconstruction			
10 Fire Station 6 Roof Replacement			
11 Fire Stations - Minor Projects at Various Fire Stations			
12 Police Department - Emergency Communications Facility Remodel			
13 Police Department Parking Lot Reconfiguration			
14 Police Department Range Remodel and Upgrade			
15 Police Department Structural Foundation Repair			
16 Senior Center Fire Alarm Panel Upgrade			
17 Westside Police Sub-Station Improvements			
<i>TOTAL FACILITIES</i>	\$ -	\$ -	\$ -
PARKS			
18 Brentwood Park Improvements			
19 Butterfly Gardens			
20 Fairview Park - Pump Station & Wetlands Recirculation System			
21 Ketchum-Libolt Park Expansion			
22 Park Sidewalk / Accessibility Program			
23 Shalimar Park Expansion			
24 Various Parks - Playground Repairs and Replacement			
<i>TOTAL PARKS</i>	\$ -	\$ -	\$ -
PARKWAY & MEDIANS			
25 Parkway and Median Improvement Program	\$ 175,000		
26 Westside Restoration Project			
<i>TOTAL PARKWAY & MEDIANS</i>	\$ 175,000	\$ -	\$ -
STREETS			
27 CDBG Westside Street Improvements - Wilson Street	\$ 257,000		\$ 600,000
28 Citywide Alley Improvements	\$ 400,000		
29 Citywide Catch Basin and Water Quality Improvement Project			
30 Citywide Street Improvements	\$ 2,000,000		
31 Placentia Ave. Stormwater Quality Trash Full-Capture System			
32 Sunflower Avenue Rehabilitation Project			
<i>TOTAL STREETS</i>	\$ 2,657,000	\$ -	\$ 600,000
TRANSPORTATION			
33 Adams Avenue Active Transportation Project			
34 Bicycle and Pedestrian Infrastructure Improvements			

CAPITAL IMPROVEMENT PROGRAM

Capital Improvement Projects by Funding Source
Proposed Fiscal Year 2022-23

Drainage Fund	Traffic Impact Fee Fund	Gas Tax (RMRA) Fund	Capital Improve. Fund	Measure M2 Regional Fund	Measure M2 Fairshare Fund	Golf Course Improv. Fund	Grant Fund	Total
209	214	251	401	415	416	413	230/231/232	
								\$ 195,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 195,000
			\$ 231,500					\$ 231,500
			\$ 253,000					\$ 253,000
			\$ 200,000					\$ 200,000
			\$ 440,000					\$ 440,000
						\$ 350,000		\$ 350,000
			\$ 300,000					\$ 300,000
			\$ 1,400,000					\$ 1,400,000
			\$ 1,100,000				\$ 2,500,000	\$ 3,600,000
			\$ 192,500					\$ 192,500
			\$ 100,000					\$ 100,000
			\$ 330,000				\$ 0	\$ 330,000
			\$ 203,500					\$ 203,500
			\$ 600,000					\$ 600,000
			\$ 330,000					\$ 330,000
			\$ 71,500					\$ 71,500
			\$ 150,000				\$ 61,125	\$ 211,125
\$ -	\$ -	\$ -	\$ 5,902,000	\$ -	\$ -	\$ 350,000	\$ 2,561,125	\$ 8,813,125
			\$ 250,000					\$ 250,000
			\$ 100,000					\$ 100,000
			\$ 155,000					\$ 155,000
			\$ 1,000,000					\$ 1,000,000
			\$ 50,000					\$ 50,000
			\$ 1,000,000					\$ 1,000,000
			\$ 50,000					\$ 50,000
\$ -	\$ -	\$ -	\$ 2,605,000	\$ -	\$ -	\$ -	\$ -	\$ 2,605,000
			\$ 100,000		\$ 175,000			\$ 450,000
			\$ 250,000					\$ 250,000
\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ 175,000	\$ -	\$ -	\$ 700,000
								\$ 857,000
					\$ 100,000			\$ 500,000
\$ 30,000								\$ 30,000
			\$ 1,000,000		\$ 2,500,000			\$ 5,500,000
				\$ 385,000				\$ 385,000
		\$ 2,570,782						\$ 2,570,782
\$ 30,000	\$ -	\$ 2,570,782	\$ 1,000,000	\$ 385,000	\$ 2,600,000	\$ -	\$ -	\$ 9,842,782
			\$ 1,250,000					\$ 1,250,000
\$ 250,000								\$ 250,000



No. Category/Project Title	Gas Tax	AQMD	CDBG
	(HUTA) Fund	Fund	Fund
	201	203	207
TRANSPORTATION (continued)			
35 Bicycle Safety Education - 16 Schools			
36 Citywide Bicycle Rack Improvements			
37 Citywide Class II, III and IV Bicycle Projects			
38 Citywide Neighborhood Traffic Calming Improvements			
39 Fairview Road Improvement Project			
40 New Sidewalk / Missing Link Project	\$ 100,000		
41 Priority Sidewalk Project	\$ 50,000		
42 West 18th Street and Wilson Street Pedestrian Crossings			
<i>TOTAL TRANSPORTATION</i>	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>
Total One-Year Capital Improvement Projects	\$ 2,982,000	\$ 195,000	\$ 600,000

CAPITAL IMPROVEMENT PROGRAM

Capital Improvement Projects by Funding Source
Proposed Fiscal Year 2022-23

Drainage Fund	Traffic Impact Fee Fund	Gas Tax (RMRA) Fund	Capital Improve. Fund	Measure M2 Regional Fund	Measure M2 Fairshare Fund	Golf Course Improv. Fund	Grant Fund	Total
209	214	251	401	415	416	413	230/231/232	
			\$ 150,000					\$ 150,000
	\$ 100,000							\$ 100,000
	\$ 500,000							\$ 500,000
			\$ 75,000					\$ 75,000
	\$ 250,000						\$ 331,116	\$ 581,116
								\$ 100,000
	\$ 100,000							\$ 50,000
								\$ 100,000
\$ -	\$ 1,200,000	\$ -	\$ 1,475,000	\$ -	\$ -	\$ -	\$ 331,116	\$ 3,156,116
\$ 30,000	\$ 1,200,000	\$ 2,570,782	\$ 11,332,000	\$ 385,000	\$ 2,775,000	\$ 350,000	\$ 2,892,241	\$ 25,312,023

CAPITAL IMPROVEMENT PROGRAM

Corporation Yard - Electric Vehicle Charging Stations

Type: Energy & Sustainability
Department: Public Works
Category: 5 - Asset Condition, Annual Recurring Costs
Project Status: New Project

Item No. 1
CIP Project No. XXXXX
District No. 1

Project Description: This project is to install electric vehicle charging stations at the Corporation Yard.

Project Justification: The City of Costa Mesa has purchased a fully electric shuttle bus, few electric vehicles and plans to acquire more zero emission vehicles in the near future. The Corporation Yard is the main maintenance facility where all vehicles are serviced and needs permanent EV charging stations to support the growing number of green City fleet.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 195,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 195,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 195,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 195,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
AQMD Fund		\$ 195,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 195,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 195,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 195,000

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 195,000

Location: Corporation Yard **Maintenance Cost Impact Description:** None
Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
 500000-203-19300-50910-XXXXX



CAPITAL IMPROVEMENT PROGRAM

Building Modification Projects

Type: Facilities **Item No.:** 2
Department: Public Works **CIP Project No.:** 200062
Category: 5 - Asset Condition, Annual Recurring Costs **District No.:** All
Project Status: Ongoing citywide project; therefore, no prior budgeted amounts are included below.

Project Description: The attached summary of proposed maintenance projects are building modifications and maintenance projects in the 22 City-owned buildings, including those leased to outside agencies. The City administers and supervises contract services for maintaining these facilities.

Project Justification: Building Modification Projects consolidates many smaller projects that are minor maintenance and repair-related (i.e. painting, electrical, repair, etc.) amounting to \$30,000 or less.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 231,500	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,231,500
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 231,500	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,231,500

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 231,500	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,231,500
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 231,500	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,231,500

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 2,231,500

Location: Citywide

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
500000-401-19500-50910-200062



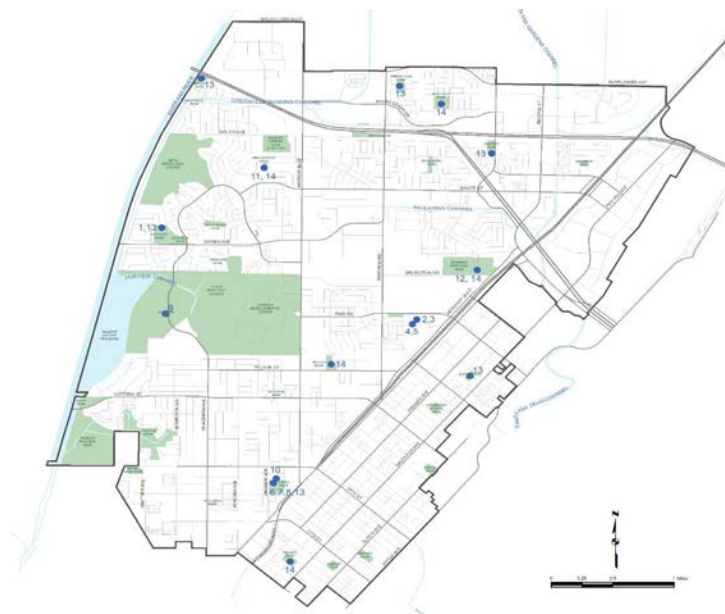
CAPITAL IMPROVEMENT PROGRAM (CONTINUED)

Building Modification Projects

Item No. 2

No.	Project Title/Location	Cost	Description
1	Balearic Community Center	\$ 20,000	Installation of HVAC unit in Balearic Community Center Adobe and Sierra Rooms.
2	City Hall - 2nd Floor	20,000	Divide supervisors' offices in Development Services Department.
3	City Hall - 3rd Floor	29,500	Extend the existing HR reception counter to include a Parks Customer Services counter.
4	Communications	15,000	Replace UPS master control unit in the Dispatch Center.
5	Communications	20,000	Replace the apparatus door in Communications garage.
6	Downtown Recreation Center	20,000	Repair water damage in Aquatic Center.
7	Downtown Recreation Center	15,000	Replace Gym basketball hoop motors and services.
8	Downtown Recreation Center	5,000	Replace reception desk countertop in DRC reception office.
9	Fairview Park	10,000	Paint restrooms: Interior and exterior; paint shelter, kiosk and 3 parking lot gates.
10	Norma Hertzog Community Center	7,500	Add a twisted pair port to the center stage floorbox connect to Cresteron Unit.
11	Smallwood Park	4,000	Paint restrooms: interior.
12	Skate Park	6,500	Paint restrooms: interior.
13	Various Parks	11,000	Paint 34 light poles: Balearic Community Center (7); Brentwood Park (6 wooden); Downtown Recreation Center (4); Moon Park (1); Shiffer Park (10 wooden); Wimbledon Park (6).
14	Various Parks	24,000	Epoxy paint restroom floors: Heller Park; Smallwood Park; Skate Park; Wakeham Park and Wilson Park.
15	Various Parks	24,000	Sports court resurfacing at Various Parks.

GRAND TOTAL \$ 231,500



CAPITAL IMPROVEMENT PROGRAM

City Hall - Cast Iron Drainage Repipe

Type Facilities

Department: Public Works

Category: 5 - Asset Condition, Annual Recurring Costs

Item No. 3

CIP Project No. 200077

District No. 3

Project Status: Existing Project

Project Description: Repair and replacement of cast iron sewer drain pipes at City Hall.

Project Justification: The cast iron sewer drain pipes at City Hall are in need of significant repair. The cast iron pipes have deteriorated and are failing in some areas leading to sewage spills. Initial repairs have been completed but additional funds are needed to address additional deteriorating pipes at City Hall.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 70,000	\$ 230,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Contingency	\$ 5,000	\$ 23,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,000
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ 75,000	\$ 253,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 328,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund	\$ 75,000	\$ 253,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 328,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ 75,000	\$ 253,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 328,000

Funds Expended to Date: \$ 16,670

Total Estimated Project Cost: \$ 328,000

Location: City Hall

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):

500000-401-19500-50910-200077



CAPITAL IMPROVEMENT PROGRAM

City Hall - Painting, Carpet Replacement, and Miscellaneous Improvements

Type: Facilities **Item No. 4**
Department: Public Works **CIP Project No. XXXXXX**
Category: 5 - Asset Condition, Annual Recurring Costs **District No. 3**
Project Status: New Project

Project Description: Annual repair and maintenance at City Hall building consisting of painting, carpet replacement, and miscellaneous ongoing improvements.

Project Justification: Repair and replacement of worn and damaged areas at City Hall. Areas within City Hall experiencing high levels of wear and tear need to be replaced, such as carpeting. New painting also required in various rooms and office spaces in which time and the elements have taken their toll. Regular replacement and maintenance are expected in a high use City facility.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 200,000	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 800,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 200,000	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 800,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 200,000	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 800,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 200,000	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 800,000

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 800,000

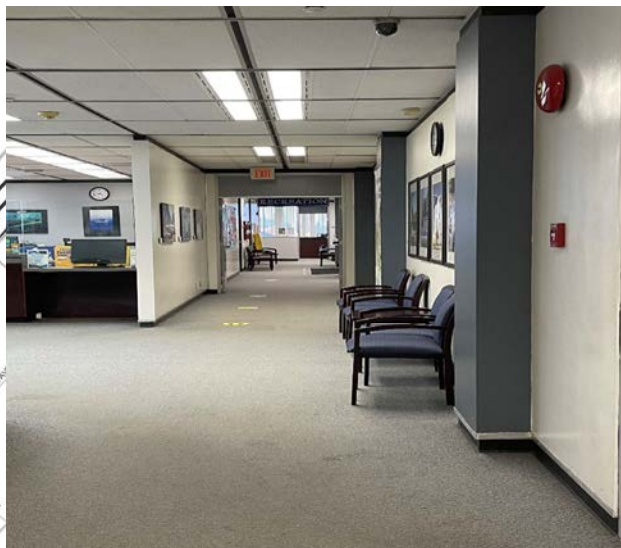
Location: City Hall

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):

500000-401-19500-50910-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

City Hall - Training Room

Type: Facilities
Department: Information Technology
Category: 5 - Asset Condition, Annual Recurring Costs

Item No.: 5
CIP Project No.: 200080
District No.: 3

Project Status: Existing Project

Project Description: This project is for construction phase to convert a portion of the basement into a training room to be used by City employees for various training programs.

Project Justification: The City is in need of a facility solely dedicated for training purposes and to provide opportunities for questions, interactions, and team dynamics. The City's vendors can also provide the City training where employees can learn various applications and programs.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Construction		\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Contingency		\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ 40,000	\$ 440,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 480,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund	\$ 40,000	\$ 440,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 480,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ 40,000	\$ 440,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 480,000

Funds Expended to Date: \$ 8,420

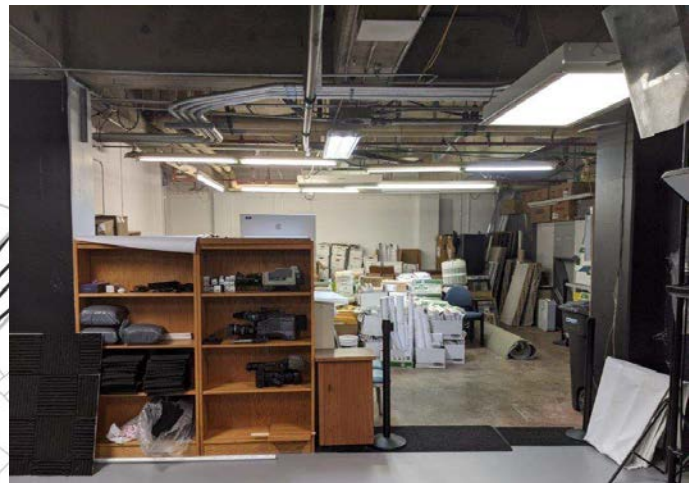
Total Estimated Project Cost: \$ 480,000

Location: City Hall

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
 500000-401-19500-50910-200080



CAPITAL IMPROVEMENT PROGRAM

Costa Mesa Country Club Modernization

Type: Facilities
Department: Parks and Comm. Svcs
Category: 5 - Asset Condition, Annual Recurring Costs
Project Status: New Project

Item No. 6
CIP Project No. XXXXXX
District No. 1

Project Description: Design and construction upgrades to both the Coffee Shop and Bar on the lower level of the Costa Mesa Country Club (CMCC).

Project Justification: The CMCC Coffee Shop and Bar have not been renovated in years. The reconfiguration of the inside dining/ bar areas can potentially increase revenues and allow for increased public usage. The refurbishment will include the snack bar on the east side of the clubhouse, along with both the Coffee Shop and Bar. Funding is requested for design and construction scheduled in the future fiscal year.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Construction		\$ 300,000	\$ 350,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ -	\$ 1,850,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 350,000	\$ 350,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ -	\$ 1,900,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund			\$ 250,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ -	\$ 1,150,000
Golf Course Improv. Fund		\$ 350,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 750,000
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 350,000	\$ 350,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ -	\$ 1,900,000

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 1,900,000

Location: Costa Mesa Country Club

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):

500000-401-14300-40112-XXXXXX

500000-413-14300-40112-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Costa Mesa Tennis Center Improvements

Type: Facilities
Department: Parks and Comm. Svcs
Category: 5 - Asset Condition, Annual Recurring Costs
Project Status: New Project

Item No.: 7
CIP Project No.: XXXXXX
District No.: 3

Project Description: The Tennis Center requires renovations and upgrades consisting of interior and exterior improvements. The project includes Pro Shop Renovation, lighting replacement and resurface the existing tennis courses.

Project Justification: The Tennis Center has not been renovated or upgraded in more than two decades and is in need of improvements. The renovation of the Pro Shop requires flooring, concrete, electrical, and lighting improvements. These upgrades will enhance the tennis facility and attract community users to enjoy the high-class facility.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Construction		\$ 270,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 570,000
Contingency				\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 600,000

Location: Costa Mesa Tennis Center

Maintenance Cost Impact Description: General Maintenance, as needed.

Annual Cost Impact: \$ 7,500

Project Account (Account-Fund-Org-Program-Project):

500000-401-14300-40213-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Fire Station 2 Reconstruction

Type: Facilities **Item No. 8**
Department: Fire **CIP Project No. 200013**
Category: 5 - Asset Condition, Annual Recurring Costs **District No. 2**
Project Status: Existing Project

Project Description: Demolition and reconstruction of Fire Station 2

Project Justification: Fire Station 2 has served the community for several decades and has exceeded its useful life. This Fire Station is no longer effective for current operational needs, due to mechanical, electrical, and plumbing defects. Design of Fire Station 2 is ongoing. Funding is requested for the construction phase of this project.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000
Construction		\$ 1,275,000	\$ 6,720,000	\$ -	\$ -	\$ -	\$ -	\$ 7,995,000
Contingency		\$ 125,000	\$ 680,000	\$ -	\$ -	\$ -	\$ -	\$ 805,000
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ 750,000	\$ 1,400,000	\$ 7,400,000	\$ -	\$ -	\$ -	\$ -	\$ 9,550,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund	\$ 750,000	\$ 1,400,000	\$ 7,400,000	\$ -	\$ -	\$ -	\$ -	\$ 9,550,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ 750,000	\$ 1,400,000	\$ 7,400,000	\$ -	\$ -	\$ -	\$ -	\$ 9,550,000

Funds Expended to Date: \$ - **Total Estimated Project Cost: \$ 9,550,000**

Location: Fire Station 2 **Maintenance Cost Impact Description:** None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
 500000-401-19500-50910-200013



CAPITAL IMPROVEMENT PROGRAM

Fire Station 4 Training Tower and Grounds Reconstruction

Type Facilities

Department: Fire

Category: 3 - Grant Funding

Project Status: New Project

Item No. 9

CIP Project No. XXXXXX

District No. 1

Project Description: Remodel and reconstruction of the training tower, grounds and living quarters at Fire Station 4.

Project Justification: Fire Station 4 requires remodeling and improvements that includes the training tower, surrounding grounds, and interior living quarters. Safety concerns related to the training tower need to be addressed and enhanced features to the operational grounds will mitigate these concerns. State funding was secured to fund a significant share of the construction cost of the training tower.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Construction		\$ 3,000,000	\$ 5,400,000	\$ -	\$ -	\$ -	\$ -	\$ 8,400,000
Contingency		\$ 300,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 900,000
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 3,600,000	\$ 6,000,000	\$ -	\$ -	\$ -	\$ -	\$ 9,600,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 1,100,000	\$ 6,000,000	\$ -	\$ -	\$ -	\$ -	\$ 7,100,000
Allocation of State Budget		\$ 2,500,000		\$ -	\$ -	\$ -	\$ -	\$ 2,500,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 3,600,000	\$ 6,000,000	\$ -	\$ -	\$ -	\$ -	\$ 9,600,000

Funds Expended to Date: \$ -

Total Estimated Project Cost: \$ 9,600,000

Location: Fire Station 4

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):

500000-401-19500-50910-XXXXXX

500000-231-19500-50910-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Fire Station 6 Roof Replacement

Type: Facilities
Department: Public Works
Category: 5 - Asset Condition, Annual Recurring Costs
Project Status: New Project

Item No.: 10
CIP Project No.: XXXXXX
District No.: 2

Project Description: Fire Station 6 Roof Replacement

Project Justification: This project is to replace the roof at Fire Station 6. The existing roof has exceeded its life expectancy and it currently cannot sustain leaks during major rainstorms. Repairs can no longer mitigate the problem, and a complete replacement is necessary.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000
Contingency		\$ 17,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,500
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 192,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 192,500

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 192,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 192,500
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 192,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 192,500

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 192,500

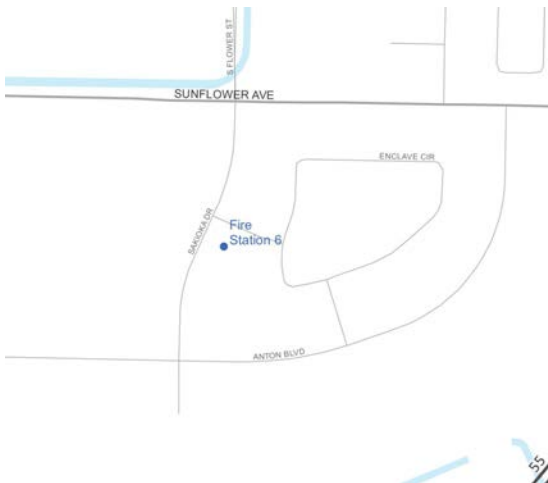
Location: Fire Station 6

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):

500000-401-19500-50910-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Fire Stations - Minor Projects at Various Fire Stations

Type: Facilities
Department: Fire
Category: 1 - Risk to Health, Safety or Environment
Item No.: 11
CIP Project No.: 210004
District No.: All
Project Status: Existing Project

Project Description: Minor to mid-level improvements and maintenance upgrades to all Fire Station 1 through 6.

Project Justification: Aging facilities at all of the City's fire stations require annual maintenance, upgrades, and improvements. Typical upgrades include restroom fixtures, electrical, lighting, plumbing and life safety facilities. This project provides needed funding to ensure continuing of operations of all facilities.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 700,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 700,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 700,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 700,000

Funds Expended to Date: \$ 89,143 **Total Estimated Project Cost:** \$ 700,000

Location: Fire Stations - Various addresses **Maintenance Cost Impact Description:** None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
 500000-401-19500-50910-210004



CAPITAL IMPROVEMENT PROGRAM

Police Department - Emergency Communications Facility Remodel

Type Facilities

Department: Public Works

Category: 1 - Risk to Health, Safety or Environment

Project Status: New Project

Item No. 12
CIP Project No. XXXXXX
District No. 3

Project Description: Remodel of the Emergency Communications facility

Project Justification: The existing emergency communications facility serves as a vital communication link to the public and first responders. The current facility is in need of a remodel that consists of new ventilation, lighting, painting, carpeting, and other improvements. These improvements will enable this facility to better serve the responders who are vital in distributing critical communication.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Contingency		\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 330,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 330,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 330,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 330,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 330,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 330,000

Funds Expended to Date: \$ - Total Estimated Project Cost: \$ 330,000

Location: Police Dept - Communications

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):

500000-401-19500-50910-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Police Department Parking Lot Reconfiguration

Type Facilities

Department: Police

Category: 1 - Risk to Health, Safety or Environment

Item No. 13
CIP Project No. XXXXXX
District No. 3

Project Status: New Project

Project Description: Reconfiguration of parking lot facility located at the rear of the Police Department.

Project Justification: A new mobile command unit (MCU) was procured by the Police Department, and accommodations need to be made in order to house the new MCU. The project includes modification to parking lot and addition of a canopy for the MCU to protect it from elements. Design plans have been completed, and this project is ready to proceed to construction.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 185,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 185,000
Contingency		\$ 18,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,500
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 203,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 203,500

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 203,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 203,500
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 203,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 203,500

Funds Expended to Date: \$ - Total Estimated Project Cost: \$ 203,500

Location: Costa Mesa Police Department

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
500000-401-15100-50910-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Police Department Range Remodel and Upgrade

Type: Facilities
Department: Police
Category: 5 - Asset Condition, Annual Recurring Costs
Project Status: Existing Project

Item No. 14
CIP Project No. 200094
District No. 3

Project Description: Remodel the Police Department range to ensure POST training mandates.

Project Justification: The Police Department's range is currently in poor condition with obsolete and / or inoperable equipment. The range is required to ensure POST training mandates and department quarterly training requirements are met. In addition, a new elevator will be installed to replace an existing old non-ADA compliance elevator. Additional ADA upgrades are also being addressed as part of this project. Design has been completed but funds are necessary to satisfy additional accessibility requirements mandated by state and local regulations.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Construction	\$ 1,500,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,100,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ 1,600,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,200,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund	\$ 1,600,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,200,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ 1,600,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,200,000

Funds Expended to Date: \$ 97,529 **Total Estimated Project Cost:** \$ 2,200,000

Location: Costa Mesa Police Department **Maintenance Cost Impact Description:** None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
 500000-401-15100-50910-200094



CAPITAL IMPROVEMENT PROGRAM

Police Department Structural Foundation Repair

Type Facilities

Department: Police

Category: 1 - Risk to Health, Safety or Environment

Item No. 15

CIP Project No. XXXXXX

District No. 3

Project Status: New Project

Project Description: This project is to structurally repair the foundation for the front façade of the Police Department.

Project Justification: The front façade of the Police Department is currently sagging due to settlement and soil distortions and is in need of repair. Neglect may result in further settlement and increased damage to the facility. Structural design has been completed and the project is ready to proceed for repair.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Contingency		\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 330,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 330,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 330,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 330,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 330,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 330,000

Funds Expended to Date: \$ -

Total Estimated Project Cost: \$ 330,000

Location: Costa Mesa Police Department

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):

500000-401-15100-50910-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Senior Center Fire Alarm Panel Upgrade

Type: Facilities
Department: Public Works
Category: 1 - Risk to Health, Safety or Environment
Project Status: New Project

Item No.: 16
CIP Project No.: XXXXXX
District No.: 5

Project Description: Senior Center Fire Alarm Panel Upgrade

Project Justification: The Fire Alarm Panel at the Senior Center is in need of an upgrade. The current panel is unreliable and is frequently in need of repair. This upgrade will be for the panel only. All the lights, sirens and annunciators are functioning properly and will remain.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000
Contingency		\$ 6,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,500
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 71,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 71,500

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 71,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 71,500
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 71,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 71,500

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 71,500

Location: Costa Mesa Senior Center **Maintenance Cost Impact Description:** None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
 500000-401-19500-50910-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Westside Police Sub-Station Improvements

Type Facilities

Department: Police

Category: 1 - Risk to Health, Safety or Environment

Item No. 17
CIP Project No. XXXXXX
District No. 5

Project Status: New Project

Project Description: Proposed remodel of the Westside Police Sub-Station consisting of interior expansion improvements.

Project Justification: The Westside Police Sub-Station requires additional office space to house increasing Code Enforcement Staff. This facility is currently being shared by the Police Department and the Development Services Department, and the reconfiguration of the interior will create much needed space. In addition, a mobile storage system will be installed to properly organize and store Police evidence. The property evidence facilities will be partially funded by Prop 69 DNA State Grant.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ 75,000		\$ -	\$ -	\$ -	\$ -	\$ 75,000
Construction		\$ 123,750	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 523,750
Contingency		\$ 12,375	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 92,375
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 211,125	\$ 480,000	\$ -	\$ -	\$ -	\$ -	\$ 691,125

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 150,000	\$ 480,000	\$ -	\$ -	\$ -	\$ -	\$ 630,000
Prop 69 DNA State Grant		\$ 61,125	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,125
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 211,125	\$ 480,000	\$ -	\$ -	\$ -	\$ -	\$ 691,125

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 691,125

Location: Westside Police Sub-Station

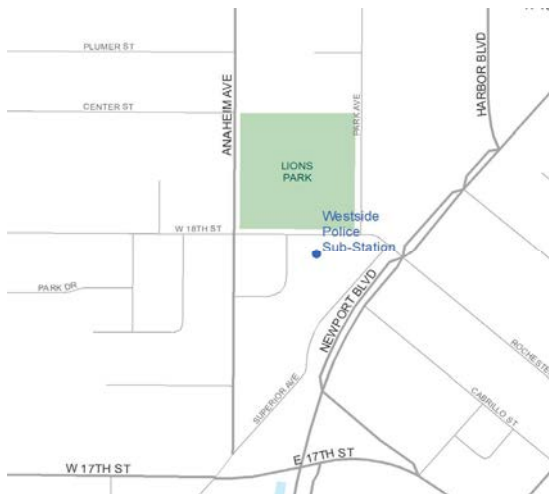
Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):

500000-401-19500-50910-XXXXXX

500000-231-19500-50910-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Brentwood Park Improvements

Type: Parks
Department: Public Works
Category: 4 - Master Plan, General Plan
Project Status: New Project

Item No.: 18
CIP Project No.: XXXXXX
District No.: 6

Project Description: Renovation and improvements at Brentwood Park.

Project Justification: Brentwood Park was expanded after the purchase of Park School. Subsequent to this acquisition and after extensive public input, the Brentwood Park Master Plan was prepared to add the new parcel of land, address the needs of the community by incorporating new park features, and modernize existing amenities. Due to the magnitude of the proposed improvements, a Master Plan would be implemented in phases as funding is available.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Construction		\$ 200,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 1,250,000	\$ 1,550,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 250,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 1,250,000	\$ 1,600,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Park Development Fees Fund		\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 1,250,000	\$ 1,350,000
Capital Improvement Fund		\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 250,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 1,250,000	\$ 1,600,000

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 1,600,000

Location: Brentwood Park

Maintenance Cost Impact Description: Landscape Maintenance

Annual Cost Impact: \$ 5,000

Project Account (Account-Fund-Org-Program-Project):

500000-208-19200-40112-XXXXXX

500000-401-19200-40112-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Butterfly Gardens

Type: Parks
Department: Public Works
Category: 4 - Master Plan, General Plan

Item No.: 19
CIP Project No.: XXXXXX
District No.: All
Project Status: New Project

Project Description: This project will convert existing landscape at two locations that will attract migrating butterflies into habitats. Staff will work to determine suitable locations.

Project Justification: This project seeks to install butterfly gardens at multiple locations within the City that will beautify the community and bring aesthetic value of the surrounding neighborhoods.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000

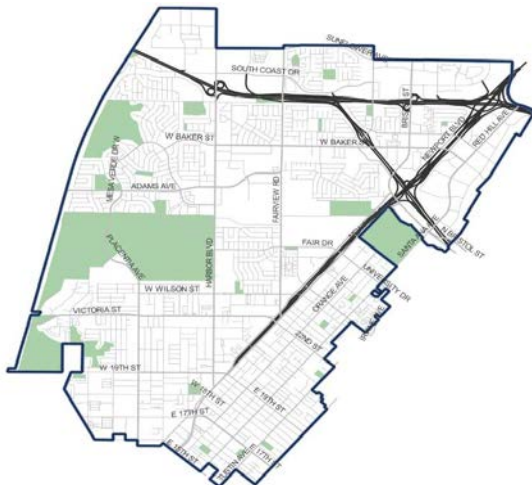
Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 100,000

Location: Citywide

Maintenance Cost Impact Description: Landscape Maintenance

Annual Cost Impact: \$ 5,000

Project Account (Account-Fund-Org-Program-Project):
 500000-401-19500-40111-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Fairview Park - Pump Station & Wetlands Recirculation System

Type: Parks
Department: Public Works
Category: 2 - Regulatory or Mandated Requirement
Project Status: New Project

Item No.: 20
CIP Project No.: XXXXXX
District No.: 5

Project Description: Implement improvements and upgrades to the Fairview Park pump station and wetlands recirculation system.

Project Justification: Fairview Park is an ecologically sensitive habitat that requires preservation and protection. In this effort, the City proposes efficient water delivery systems using technologically advanced computer and communication systems installed at the park's pump station facility, thereby streamlining efficient water delivery operations.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Construction		\$ 50,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 550,000
Contingency		\$ 5,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 55,000
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 155,000	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ 705,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 155,000	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ 705,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 155,000	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ 705,000

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 705,000

Location: Fairview Park

Maintenance Cost Impact Description: Software and hardware updates, pump inspection and maintenance, water quality monitoring equipment replacement, salinity probe replacement, pump inspection testing and recalibration.

Annual Cost Impact: \$ 10,000

Project Account (Account-Fund-Org-Program-Project):
 500000-401-19200-20115-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Ketchum-Libolt Park Expansion

Type Parks
Department: Public Works
Category: 4 - Master Plan, General Plan
Project Status: Existing Project

Item No. 21
CIP Project No. 700139
District No. 4

Project Description: This project proposes to expand and improve Ketchum-Libolt Park.

Project Justification: Ketchum-Libolt is a neighborhood park to be expanded in order to provide additional park amenities. The additional parkland and amenities will enhance the neighborhood and provide more leisure opportunities for families to recreate.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Construction	\$ 247,520	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,247,520
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ 297,520	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,297,520

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Park Development Fees Fund	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Capital Improvement Fund		\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Prop 68 Per Capita Grant	\$ 247,520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 247,520
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ 297,520	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,297,520

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 1,297,520

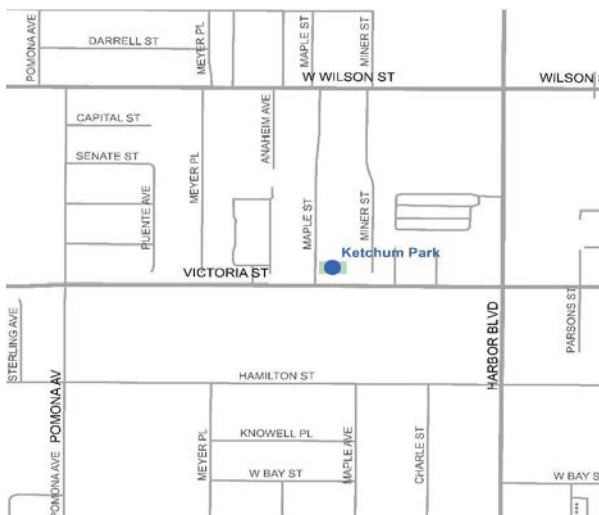
Location: Ketchum-Libolt Park

Maintenance Cost Impact Description: Landscape Maintenance

Annual Cost Impact: \$ 5,000

Project Account (Account-Fund-Org-Program-Project):

500000-208-19200-40112-700139
 500000-401-19200-40112-700139
 500000-231-19200-40112-700139



CAPITAL IMPROVEMENT PROGRAM

Park Sidewalk / Accessibility Program

Type	Parks	Item No.	22
Department:	Public Works	CIP Project No.	700128
Category:	1 - Risk to Health, Safety or Environment	District No.	All

Project Status: Ongoing citywide project; therefore, no prior budgeted amounts are included below.

Project Description: Remove and replace damaged sidewalks and improve accessibility at City Parks.

Project Justification: This project would replace cracked, raised or buckled concrete in walkways, eliminating potential walking hazards for pedestrians.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000

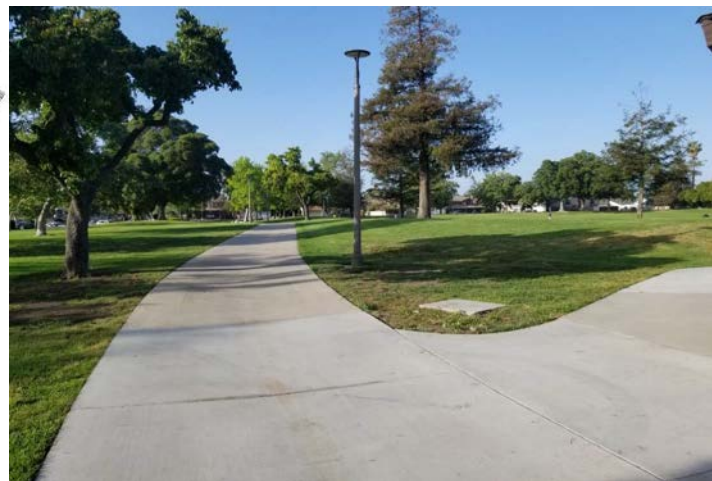
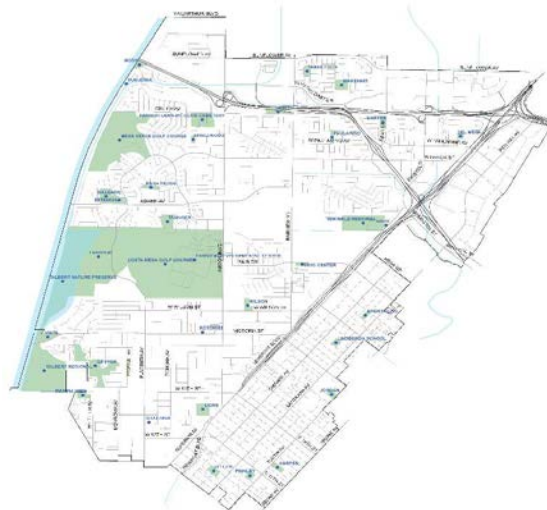
Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 300,000

Location: Citywide, Various Parks

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
500000-401-19200-40112-700128



CAPITAL IMPROVEMENT PROGRAM

Shalimar Park Expansion

Type: Parks
Department: Parks and Comm. Svcs
Category: 4 - Master Plan, General Plan

Project Status: New Project

Item No.: 23
CIP Project No.: XXXXXX
District No.: 4

Project Description: Expand Shalimar Park to create additional park space on the Westside of Costa Mesa.

Project Justification: The Westside of Costa Mesa needs additional park space, as identified in the General Plan and previous versions of the Open Space Master Plan. In addition, recent strategic planning sessions have included requests for additional park space on the westside of the City. This project would expand Shalimar Park through adjacent property acquisitions or expansion into City right-of-way to allow for additional park amenities.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 2,000,000
Design, permits		\$ 200,000		\$ -	\$ 350,000	\$ -	\$ -	\$ 550,000
Construction		\$ 800,000	\$ -	\$ -	\$ -	\$ 2,500,000	\$ -	\$ 3,300,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 350,000	\$ 2,500,000	\$ -	\$ 5,850,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 350,000	\$ 1,000,000	\$ -	\$ 4,350,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 350,000	\$ 2,500,000	\$ -	\$ 5,850,000

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 5,850,000

Location: Shalimar Park

Maintenance Cost Impact Description: General Maintenance, as needed.

Annual Cost Impact: \$ 10,000

Project Account (Account-Fund-Org-Program-Project):

500000-401-19200-40112-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Various Parks - Playground Repairs and Replacement

Type: Parks
Department: Public Works
Category: 5 - Asset Condition, Annual Recurring Costs
Project Status: New Project

Item No. 24
CIP Project No. XXXXXX
District No. All

Project Description: Implement necessary rehabilitation, repairs and replacement of playground equipment and playground surfacing.

Project Justification: This project would replace separated or missing rubber surfacing and damaged, worn out, or unsafe playground equipment. The repairs would eliminate potential hazards due to unsafe conditions on the playground surface and on the playground equipment at various parks.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000

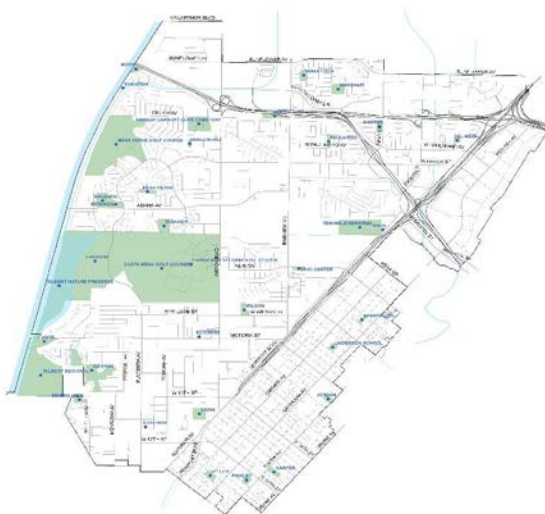
Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 300,000

Location: Citywide, Various parks

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
 500000-401-19500-40111-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Parkway and Median Improvement Program

Type Parkway & Medians
Department: Public Works
Category: 1 - Risk to Health, Safety or Environment

Item No. 25
CIP Project No. 500010
District No. All

Project Status: Ongoing citywide project; therefore, no prior budgeted amounts are included below.

Project Description: Reconstruction of damaged curb, gutter, ramps, sidewalks, and median island landscape and irrigation.

Project Justification: Repair damaged areas in the right-of-way and ADA accessibility improvements and replace existing median landscape and irrigation improvements with drought-tolerant landscape that includes California native plants and state-of-the-art irrigation systems.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 2,700,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 2,700,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Gas Tax (HUTA) Fund		\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 1,050,000
Capital Improvement Fund		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
Measure M2 Fairshare Fund		\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 1,050,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 2,700,000

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 2,700,000

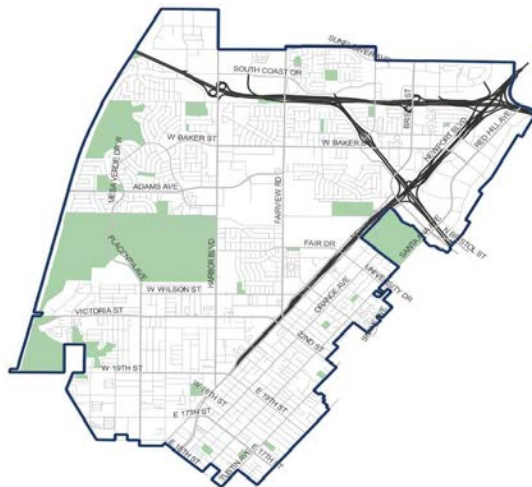
Location: Citywide - Various Locations

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):

- 500000-201-19200-30130-500010
- 500000-401-19200-30130-500010
- 500000-416-19200-30130-500010



CAPITAL IMPROVEMENT PROGRAM

Westside Restoration Project

Type: Parkway & Medians
Department: Public Works
Category: 4 - Master Plan, General Plan

Item No.: 26
CIP Project No.: 350030
District No.: 4 & 5

Project Status: Existing Project

Project Description: The Westside Restoration Project is located in Districts 4 and 5 and proposes improvements designed to beautify the neighborhood, improve pedestrian and bicycle accessibility, repair aging infrastructure and enhance lighting and safety.

Project Justification: The restoration of the Westside is an important goal for the community. The implementation of the proposed infrastructure improvements will be the catalyst for an overall revitalization of this neighborhood, promoting Active Transportation and providing an enriching environment.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits	\$ 475,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 475,000
Construction		\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,500,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ 475,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,975,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund	\$ 475,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,975,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ 475,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,975,000

Funds Expended to Date: \$ 69,274 **Total Estimated Project Cost:** \$ 1,975,000

Location: Westside Costa Mesa

Maintenance Cost Impact Description: General Maintenance

Annual Cost Impact: \$ 10,000

Project Account (Account-Fund-Org-Program-Project):
 500000-401-19200-20112-350030



CAPITAL IMPROVEMENT PROGRAM

CDBG Westside Street Improvements - Wilson Street

Type Streets
Department: Public Works
Category: 3 - Grant Funding

Item No. 27
CIP Project No. XXXXXX
District No. 5

Project Status: New Project

Project Description: Westside Street Improvements - Street pavement rehabilitation and parkway improvements for Wilson Street, American Place and American Avenue.

Project Justification: Street and parkway rehabilitation for streets in the Westside neighborhood consisting of grind and overlay and/or slurry seal. The named streets are in need of improvement and will be funded through Community Development Block Grant (CDBG) funds.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 857,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 857,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 857,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 857,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Gas Tax (HUTA) Fund		\$ 257,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 257,000
CDBG Fund		\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 857,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 857,000

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 857,000

Location: Westside Costa Mesa

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):

500000-201-19200-30112-XXXXXX

500000-207-19200-30112-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Citywide Alley Improvements

Type: Streets
Department: Public Works
Category: 4 - Master Plan, General Plan
Item No.: 28
CIP Project No.: 400012
District No.: All
Project Status: Ongoing citywide project; therefore, no prior budgeted amounts are included below.

Project Description: This project provides citywide alley rehabilitation by replacing asphalt alleyways with concrete.

Project Justification: A comprehensive study was conducted citywide to provide information about the existing condition of the alleys and its rehabilitation cost. Funding is requested this fiscal year to reconstruct additional alleys.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 500,000	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 1,500,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 500,000	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 1,500,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Gas Tax (HUTA) Fund		\$ 400,000	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ 1,200,000
Measure M2 Fairshare Fund		\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 300,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 500,000	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 1,500,000

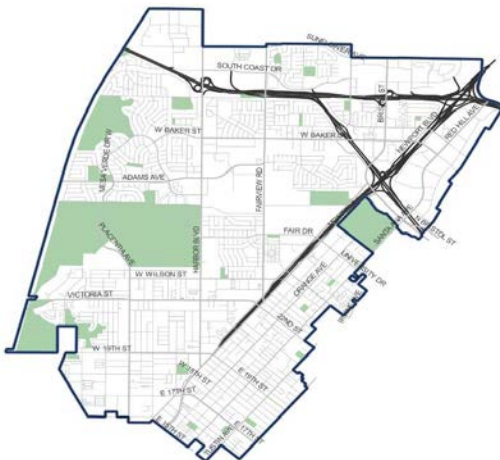
Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 1,500,000

Location: Citywide - Various Locations **Maintenance Cost Impact Description:** None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):

500000-201-19200-30112-400012
 500000-416-19200-30112-400012



CAPITAL IMPROVEMENT PROGRAM

Citywide Catch Basin and Water Quality Improvement Project

Type: Streets
Department: Public Works
Category: 2 - Regulatory or Mandated Requirement
Item No.: 29
CIP Project No.: 550008
District No.: All
Project Status: Ongoing citywide project; therefore, no prior budgeted amounts are included below.

Project Description: This program allocates funding to implement structural improvements to the City's storm drain system to remove pollutants, and in particular trash and debris, from stormwater discharges.

Project Justification: This program allocates funding to install full capture trash system in the City's storm drain system in an effort to remove trash from stormwater discharges, and to comply with the California Trash Provisions as required by the Santa Ana Regional Water Quality Control Board and the California State Water Resources Control Board.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000	\$ 270,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000	\$ 270,000

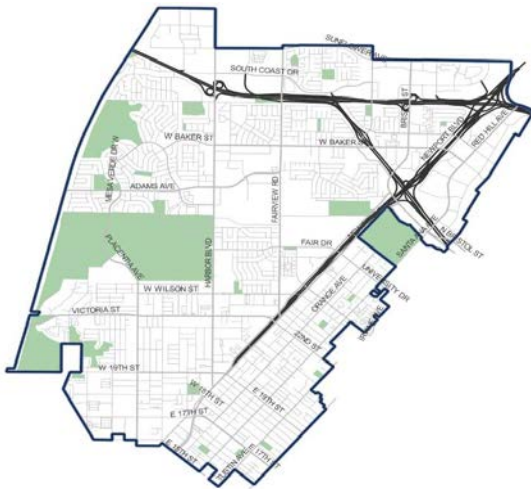
Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Drainage Fund		\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000	\$ 270,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000	\$ 270,000

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 270,000

Location: Citywide - Various Locations **Maintenance Cost Impact Description:** None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
 500000-209-19200-30122-550008



CAPITAL IMPROVEMENT PROGRAM

Citywide Street Improvements

Type: Streets
Department: Public Works
Category: 4 - Master Plan, General Plan

Item No.: 30
CIP Project No.: 400015
District No.: All

Project Status: Ongoing citywide project; therefore, no prior budgeted amounts are included below.

Project Description: Rehabilitation of streets that include by one or a combination of the following methods: grind and overlay, leveling course and slurry seal, and reconstruction of structurally deficient areas.

Project Justification: This program provides major rehabilitation to streets and is implemented in accordance with the Pavement Management System to meet the City Council goal to reach and maintain an average Citywide Pavement condition Index (PCI) of 85.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 5,500,000	\$ 5,500,000	\$ 5,500,000	\$ 6,000,000	\$ 6,500,000	\$ 6,500,000	\$ 35,500,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 5,500,000	\$ 5,500,000	\$ 5,500,000	\$ 6,000,000	\$ 6,500,000	\$ 6,500,000	\$ 35,500,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Gas Tax (HUTA) Fund		\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,250,000	\$ 2,500,000	\$ 2,500,000	\$ 13,250,000
Capital Improvement Fund		\$ 1,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,250,000	\$ 2,500,000	\$ 2,500,000	\$ 12,250,000
Measure M2 Fairshare Fund		\$ 2,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 10,000,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 5,500,000	\$ 5,500,000	\$ 5,500,000	\$ 6,000,000	\$ 6,500,000	\$ 6,500,000	\$ 35,500,000

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 35,500,000

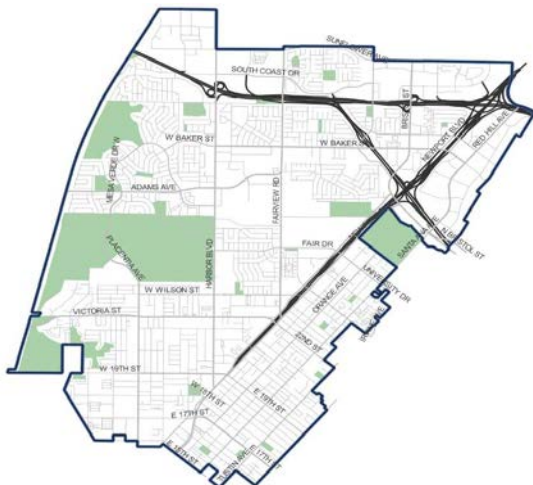
Location: Citywide - Various Locations

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):

- 500000-201-19200-30112-400015
- 500000-401-19200-30112-400015
- 500000-416-19200-30112-400015



CAPITAL IMPROVEMENT PROGRAM

Placentia Ave. Stormwater Quality Trash Full-Capture System

Item No. 31

Type Streets

CIP Project No. XXXXXX

Department: Public Works

District No. 1 & 5

Category: 3 - Grant Funding

Project Status: New Project

Project Description: Stormwater quality trash full-capture system to be installed in the vicinity of Placentia Avenue between Estancia High School and the City's Corporation Yard.

Project Justification: Installation of a stormwater quality system to collect pollutants and debris that is commonly found in flowing stormwater. This is an OCTA funded project with a deadline to award by June 30, 2023.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000
Contingency		\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 385,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 385,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Measure M2 Regional Fund		\$ 385,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 385,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 385,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 385,000

Funds Expended to Date: \$ -

Total Estimated Project Cost: \$ 385,000

Location: Placentia Avenue

Maintenance Cost Impact Description: General Maintenance

Annual Cost Impact: \$ 10,000

Project Account (Account-Fund-Org-Program-Project):

500000-415-19200-30122-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Sunflower Avenue Rehabilitation Project

Type: Streets
Department: Public Works
Category: 4 - Master Plan, General Plan
Project Status: New Project

Item No.: 32
CIP Project No.: XXXXXX
District No.: 1

Project Description: Street rehabilitation along Sunflower Avenue between Harbor Boulevard and Bear Street.

Project Justification: Sunflower Avenue requires pavement rehabilitation and concrete parkway improvements. Deficient areas will be reconstructed to meet City standards. Striping, markings, and bicycle facilities will be consistent with the City's Active Transportation Plan (ATP). This project will be funded using Road Maintenance and Rehabilitation Account (RMRA) funds.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 2,570,782	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,570,782
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 2,570,782	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,570,782

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Gas Tax (RMRA) Fund		\$ 2,570,782	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,570,782
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 2,570,782	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,570,782

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 2,570,782

Location: Sunflower Avenue

Maintenance Cost Impact Description: None

Annual Cost Impact:

Project Account (Account-Fund-Org-Program-Project):
 500000-251-19200-71200-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Adams Avenue Active Transportation Project

Type Transportation
Department: Public Works
Category: 4 - Master Plan, General Plan

Item No. 33
CIP Project No. XXXXXX
District No. 1
Project Status: New Project

Project Description: Provide undergrounding sidewalk and bike trail by utilities and power poles along Adams Avenue from Mesa Verde Drive West to Albatross Drive per SCE Rule 20A and 20B guidelines.

Project Justification: Undergrounding of utilities and power poles along Adams Avenue is necessary in order to design and construct the street with sidewalks and Class I bike paths that conform to the City's Active Transportation Plan (ATP). City Council approved for this undergrounding on September 7, 2021.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 1,250,000	\$ 1,250,000	\$ 1,250,000		\$ -	\$ -	\$ 3,750,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 1,250,000	\$ 1,250,000	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 3,750,000

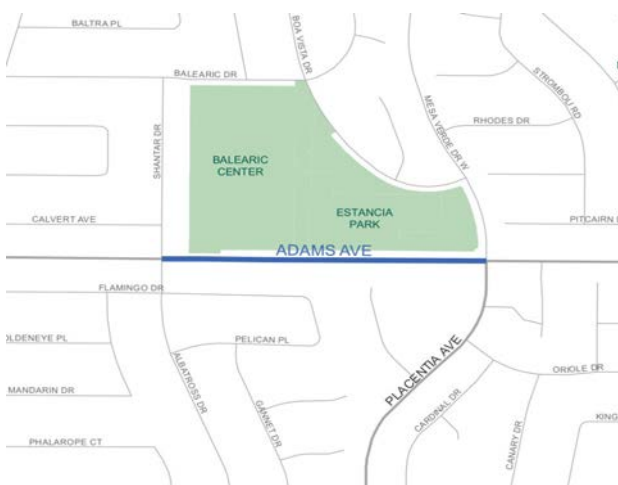
Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 1,250,000	\$ 1,250,000	\$ 1,250,000		\$ -	\$ -	\$ 3,750,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 1,250,000	\$ 1,250,000	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 3,750,000

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 3,750,000

Location: Adams Avenue **Maintenance Cost Impact Description:** None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
 500000-401-19300-30225-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Bicycle and Pedestrian Infrastructure Improvements

Type: Transportation
Department: Public Works
Category: 4 - Master Plan, General Plan

Item No.: 34
CIP Project No.: 450015
District No.: All

Project Status: Ongoing citywide project; therefore, no prior budgeted amounts are included below.

Project Description: Citywide bicycle and pedestrian infrastructure improvements to implement Active Transportation Plan and the Pedestrian Master Plan under development.

Project Justification: Increase access and mobility and improve safety for bicyclists and pedestrians.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 250,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 500,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 250,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 500,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Traffic Impact Fee Fund		\$ 250,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 500,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 250,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 500,000

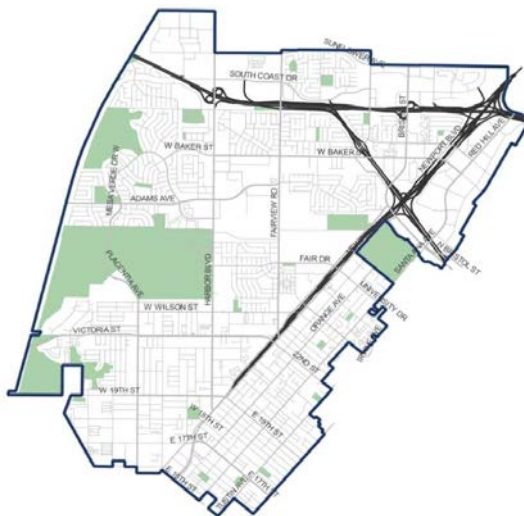
Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 500,000

Location: Citywide

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
 500000-214-19300-30225-450015



CAPITAL IMPROVEMENT PROGRAM

Bicycle Safety Education - 16 Schools

Type: Transportation
Department: Public Works
Category: 1 - Risk to Health, Safety or Environment

Item No.: 35
CIP Project No.: XXXXXX
District No.: All

Project Status: New Project

Project Description: This project will develop a bicycle safety education program including e-bike safety and provides in person training on bicycle safety, riding, and maintenance.

Project Justification: Encourages safe bicycle use throughout the community and promotes bicycling to school.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Construction		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000

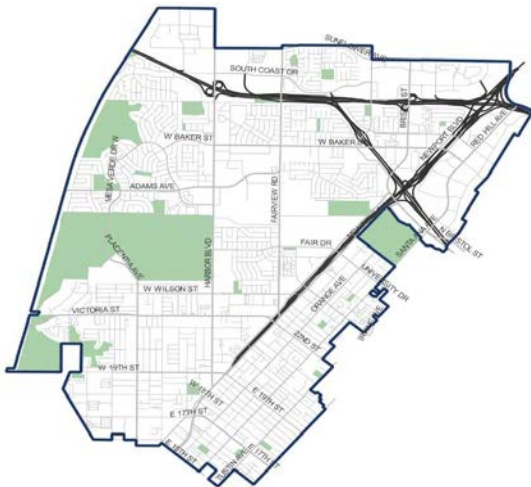
Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 150,000

Location: Citywide

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
 500000-401-19300-30225-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

Citywide Bicycle Rack Improvements

Type: Transportation
Department: Public Works
Category: 4 - Master Plan, General Plan

Item No.: 36
CIP Project No.: 300148
District No.: All

Project Status: Ongoing citywide project; therefore, no prior budgeted amounts are included below.

Project Description: This project includes continued installation of new custom designed bicycle racks at various facilities within Costa Mesa.

Project Justification: This project will provide bicycle racks at key destinations within the City to promote increased bicycling in the City.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 350,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 350,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Traffic Impact Fee Fund		\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 350,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 350,000

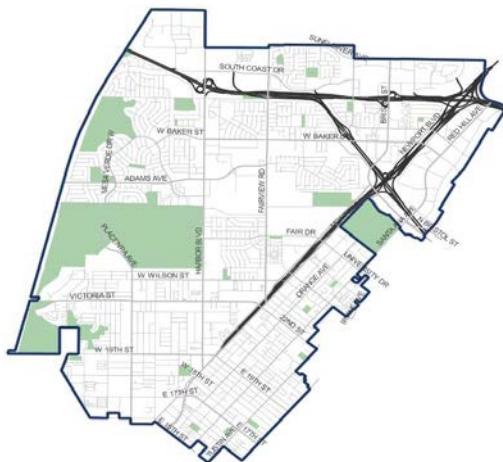
Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 350,000

Location: Citywide

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
 500000-214-19300-30225-300148



CAPITAL IMPROVEMENT PROGRAM

Citywide Class II, III and IV Bicycle Projects

Type Transportation
Department: Public Works
Category: 4 - Master Plan, General Plan

Item No. 37
CIP Project No. 450010
District No. All

Project Status: Ongoing citywide project; therefore, no prior budgeted amounts are included below.

Project Description: This project includes implementation of new Class II, III and IV bicycle projects throughout the City. Class II projects are on-street bicycle lanes that are typically implemented by restriping lanes and providing a separate lane for bicyclists. Class III bicycle projects are implemented achieved by enhanced signing and markings on roadways. There are no separate bike lanes for Class III routes. The enhanced signing and markings are implemented to inform motorists of usage of the street as an active bicycle route. Class IV projects are cycle tracks that are located inside of the street right-of-way and typically separated from vehicles by a barrier such as delineator posts, curb, parked cars, or medians.

Project Justification: This project is in accordance with the City's General Plan and the Active Transportation Plan. Class II, III and IV bicycle projects identified in the Active Transportation Plan will be implemented and improve mobility and safety for bicyclists.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ 75,000	\$ 25,000	\$ 25,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 170,000
Construction		\$ 425,000	\$ 175,000	\$ 175,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 1,030,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 500,000	\$ 200,000	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,200,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Traffic Impact Fee Fund		\$ 500,000	\$ 200,000	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,200,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 500,000	\$ 200,000	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,200,000

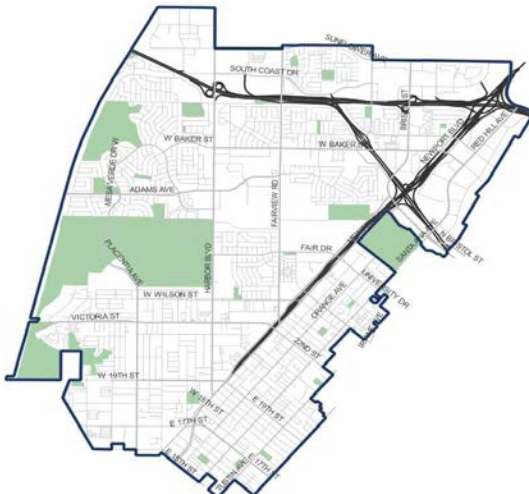
Funds Expended to Date: \$ - Total Estimated Project Cost: \$ 1,200,000

Location: Citywide

Maintenance Cost Impact Description: Annual Maintenance

Annual Cost Impact: \$ 10,000

Project Account (Account-Fund-Org-Program-Project):
 500000-214-19300-30225-450010



CAPITAL IMPROVEMENT PROGRAM

Citywide Neighborhood Traffic Calming Improvements

Type: Transportation
Department: Public Works
Category: 1 - Risk to Health, Safety or Environment

Item No.: 38
CIP Project No.: 300163
District No.: All

Project Status: Ongoing citywide project; therefore, no prior budgeted amounts are included below.

Project Description: This project includes ongoing citywide implementation of neighborhood traffic improvements including signs, approved speed humps, and minor landscape improvements to enhance the neighborhood character.

Project Justification: This project will enhance citywide neighborhood character and improve neighborhood traffic for all modes of transportation.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 450,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 450,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Capital Improvement Fund		\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 450,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 450,000

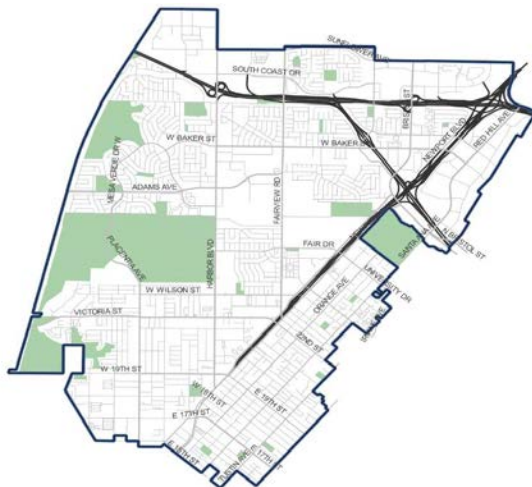
Funds Expended to Date: **Total Estimated Project Cost:** \$ **450,000**

Location: Citywide

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
 500000-401-19300-30241-300163



CAPITAL IMPROVEMENT PROGRAM

Fairview Road Improvement Project

Type Transportation
Department: Public Works
Category: 3 - Grant Funding

Item No. 39
CIP Project No. XXXXXX
District No. 3

Project Status: New Project

Project Description: Street rehabilitation along Fairview Road between Fair Drive to Newport Boulevard.

Project Justification: Fairview Road requires pavement rehabilitation and concrete parkway improvements. Deficient areas will be reconstructed to meet City standards. Striping, markings, and bicycle facilities will be consistent with the City's Active Transportation Plan (ATP). This project will be funded with Traffic impact Fees and 2021 Pavement Management Relief Fund (PMRF).

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 581,116	\$ 300,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 2,881,116
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 581,116	\$ 300,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 2,881,116

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Gas Tax (HUTA) Fund		\$ -		\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000
Traffic Impact Fee Fund		\$ 250,000	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ 750,000
Capital Improvement Fund				\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000
2021 PMRF		\$ 331,116	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 631,116
				\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 581,116	\$ 300,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 2,881,116

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 2,881,116

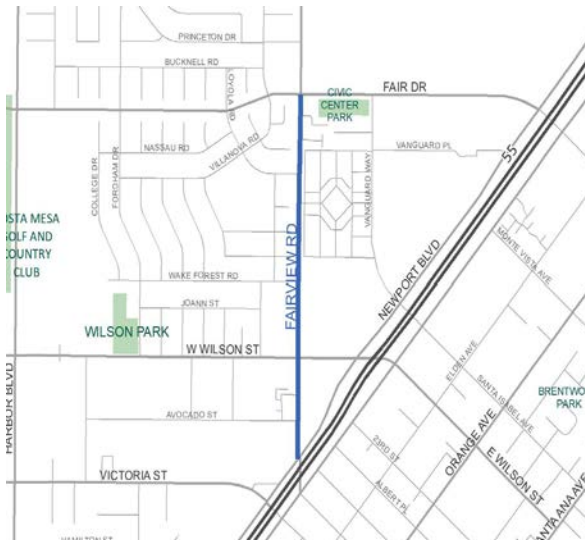
Location: Fairview Road - between Fair Dr. to Newport Blvd.

Maintenance Cost Impact Description: General Maintenance

Annual Cost Impact: \$ 5,000

Project Account (Account-Fund-Org-Program-Project):

- 500000-201-19200-30112-XXXXXX
- 500000-214-19200-30112-XXXXXX
- 500000-401-19200-30112-XXXXXX
- 500000-230-19200-30112-XXXXXX



CAPITAL IMPROVEMENT PROGRAM

New Sidewalk / Missing Link Project

Type: Transportation

Department: Public Works

Category: 1 - Risk to Health, Safety or Environment

Item No.: 40

CIP Project No.: 500009

District No.: All

Project Status: Ongoing citywide project; therefore, no prior budgeted amounts are included below.

Project Description: This program includes the construction of new sidewalk at locations where short segments are missing.

Project Justification: This program allows for the construction of new sidewalk at mid-blocks where short segments are missing to provide a continuous path of travel or for entire blocks at or near high priority areas, such as around schools, hospitals, convalescent homes, public facilities, bus routes, and major highways.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Gas Tax (HUTA) Fund		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000

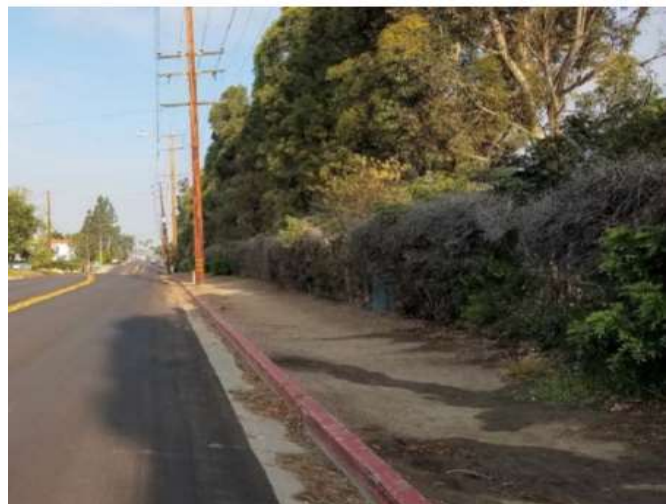
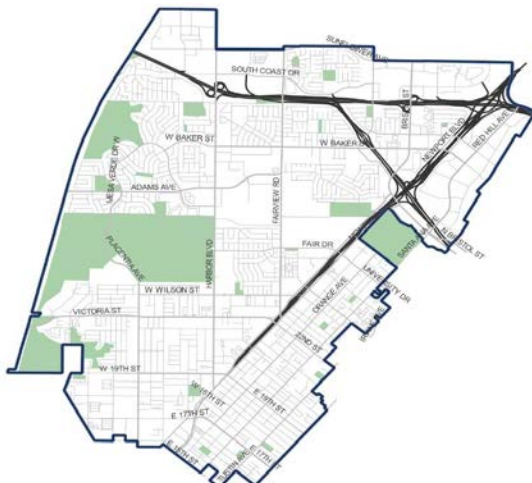
Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 600,000

Location: Citywide - Various Locations

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
500000-201-19200-30130-500009



CAPITAL IMPROVEMENT PROGRAM

Priority Sidewalk Project

Type Transportation
Department: Public Works
Category: 1 - Risk to Health, Safety or Environment

Item No. 41
CIP Project No. 500017
District No. All

Project Status: Ongoing citywide project; therefore, no prior budgeted amounts are included below.

Project Description: This project is an ongoing maintenance program to remove and replace damaged curb, gutter, and sidewalk.

Project Justification: A sidewalk maintenance program is essential to remove and replace damaged curb, gutter, and sidewalk. This program is intended to provide funds to repair the damaged concrete improvements within the City right-of-way. These funds will be used to perform the necessary parkway repairs where staff has been directed to remove trees by the Parks & Community Services Commission. Additionally, ADA accessibility ramps are constructed as staff receives individual requests.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Gas Tax (HUTA) Fund		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000

Funds Expended to Date:

Total Estimated Project Cost: **\$ 300,000**

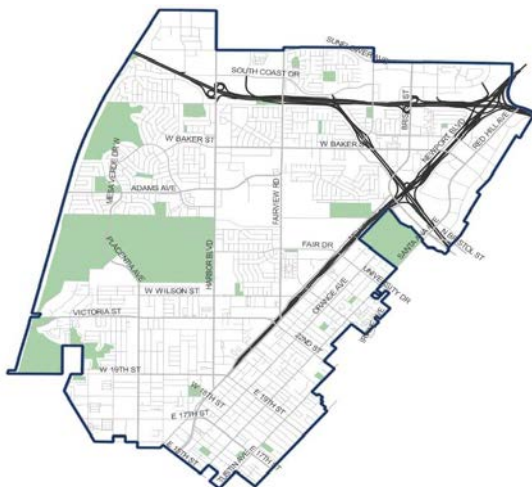
Location: Citywide - Various Locations

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):

500000-201-19200-30130-500017



CAPITAL IMPROVEMENT PROGRAM

West 18th Street and Wilson Street Pedestrian Crossings

Type: Transportation
Department: Public Works
Category: 4 - Master Plan, General Plan

Project Status: Existing Project

Item No.: 42
CIP Project No.: 470002
District No.: 3 & 5

Project Description: The intent of the subject improvement project is to design and construct new controlled crosswalks on West 18th Street and Wilson Street to include high visibility pedestrian crossings and pedestrian hybrid beacons.

Project Justification: This project has been identified during pedestrian walk audits conducted for the development of a Pedestrian Master Plan. Project recommended for consideration by the Active Transportation Committee.

Expenditure Breakdown	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Land acquisition		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design, permits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 300,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ 300,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000

Funding Sources	2021-22 and Prior	Proposed 2022-23	2023-24	2024-25	2025-26	2026-27	Future	Total
Traffic Impact Fee Fund	\$ 300,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding Sources	\$ 300,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000

Funds Expended to Date: \$ - **Total Estimated Project Cost:** \$ 400,000

Location: West 18th and Wilson St.

Maintenance Cost Impact Description: None

Annual Cost Impact: \$ -

Project Account (Account-Fund-Org-Program-Project):
 500000-214-19300-30241-470002



Category/Project Title	FY 2022-23
ENERGY & SUSTAINABILITY	
1 City Hall - Solar Rooftop/ Canopy Project	\$ -
2 City Hall HVAC Retrofit Project	\$ -
3 Citywide - Costa Mesa Green Business Program	\$ -
4 Citywide - Drought Resistant Landscape and Vegetation Replacement	\$ -
5 Citywide - Energy Efficiency Projects	\$ -
6 Corporation Yard - Electric Vehicle Charging Stations	\$ 195,000
7 Various Facilities - Electric Vehicle Charging Stations	\$ -
<i>TOTAL ENERGY & SUSTAINABILITY</i>	\$ 195,000
FACILITIES	
8 Balearic Center - ADA Upgrades (Exterior Restrooms)	\$ -
9 Balearic Center - Fire Protection Sprinklers	\$ -
10 Balearic Center - Install New HVAC Unit	\$ -
11 Building Modification Projects	\$ 231,500
12 City Hall - 1st Floor ADA Improvements	\$ -
13 City Hall - 1st Floor Finance Security & Efficiency Reconfiguration	\$ -
14 City Hall - Cast Iron Drainage Repipe	\$ 253,000
15 City Hall - Curtain and Window Improvements (1 floor per year)	\$ -
16 City Hall - Exterior Painting Improvement	\$ -
17 City Hall - Painting, Carpet Replacement, and Miscellaneous Improvements	\$ 200,000
18 City Hall - Remodel Outdoor Patio Landing	\$ -
19 City Hall - Training Room	\$ 440,000
20 City Hall All Doors Lock Replacement and Re-Key	\$ -
21 City Hall Breezeway Roof	\$ -
22 Corp Yard - Fleet Extent Bay #2 on North Side of Building for Fire Apparatus	\$ -
23 Corp Yard - Old Facility Perimeter Concrete Improvements	\$ -
24 Costa Mesa Country Club Modernization	\$ 350,000
25 Costa Mesa Tennis Center Improvements	\$ 300,000
26 Fire Station 1 Appartus Bay Door Operator Replacement	\$ -
27 Fire Station 2 Reconstruction	\$ 1,400,000
28 Fire Station 3 Apparatus Door Replacement	\$ -
29 Fire Station 3 Fuel tank	\$ -
30 Fire Station 4 Training Tower and Grounds Reconstruction	\$ 3,600,000
31 Fire Station 6 - Repair Perimeter Walls	\$ -
32 Fire Station 6 Roof Replacement	\$ 192,500
33 Fire Stations - Minor Projects at Various Fire Stations	\$ 100,000
34 Fleet Shop Doors	\$ -
35 Fleet Shop Hoists	\$ -
36 Fleet Shop Work Station	\$ -
37 HVAC Installation at Corporate Yard Building "B".	\$ -
38 Mesa Verde Library - ADA Compliance Improvements	\$ -

Cost estimates are presented at current value / current dollars and are not escalated for inflation. Although the schedule spans five years and future, funds for only the first year are appropriated within the FY 2022-23 Budget.

CAPITAL IMPROVEMENT PROGRAM

Five-Year Capital Improvement Program From Proposed Fiscal Year 2022-23 Through Fiscal Year 2026-2027

FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	Future	Total
\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 400,000
\$ 600,000	\$ 600,000	\$ 600,000	\$ -	\$ -	\$ 1,800,000
\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000	\$ 400,000
\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 600,000	\$ 1,400,000
\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 300,000	\$ 700,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 195,000
\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000
\$ 1,300,000	\$ 1,300,000	\$ 1,100,000	\$ 500,000	\$ 1,250,000	\$ 5,645,000

\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000
\$ -	\$ -	\$ -	\$ -	\$ 160,000	\$ 160,000
\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ 350,000
\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,231,500
\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ 550,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 253,000
\$ -	\$ -	\$ -	\$ -	\$ 550,000	\$ 550,000
\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 800,000
\$ -	\$ -	\$ -	\$ -	\$ 225,000	\$ 225,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 440,000
\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
\$ 214,500	\$ -	\$ -	\$ -	\$ -	\$ 214,500
\$ -	\$ -	\$ 25,000	\$ -	\$ 250,000	\$ 275,000
\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000
\$ 350,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ -	\$ 1,900,000
\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000
\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
\$ 7,400,000	\$ -	\$ -	\$ -	\$ -	\$ 8,800,000
\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ 275,000
\$ 6,000,000	\$ -	\$ -	\$ -	\$ -	\$ 9,600,000
\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 192,500
\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 500,000
\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000
\$ -	\$ -	\$ 375,000	\$ -	\$ -	\$ 375,000
\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000
\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
\$ -	\$ -	\$ -	\$ -	\$ 550,000	\$ 550,000

Cost estimates are presented at current value / current dollars and are not escalated for inflation. Although the schedule spans five years and future, funds for only the first year are appropriated within the FY 2022-23 Budget.

Category/Project Title	FY 2022-23
FACILITIES (continued)	
39 Mesa Verde Library - Roof Replacement	\$ -
40 Norma Hertzog Community Center Roof Replacement	\$ -
41 Police Department - Emergency Communications Facility Remodel	\$ 330,000
42 Police Department - Emergency Operations Center & Property Evidence Facility	\$ -
43 Police Department - Emergency Operations Center Equipment Update	\$ -
44 Police Department - Locker Rooms HVAC Improvements	\$ -
45 Police Department - Shop Expansion for Mobile Command Vehicle	\$ -
46 Police Department Interior and Exterior Repaint	\$ -
47 Police Department Parking Lot Reconfiguration	\$ 203,500
48 Police Department Range Remodel and Upgrade	\$ 600,000
49 Police Department Structural Foundation Repair	\$ 330,000
50 Senior Center - Painting and Power Wash	\$ -
51 Senior Center Fire Alarm Panel Upgrade	\$ 71,500
52 Senior Center HVAC Control	\$ -
53 Senior Center Roof Drain Piping Replacement	\$ -
54 Various Facilities - HVAC Replacement Program	\$ -
55 Westside Police Sub-Station Improvements	\$ 211,125
TOTAL FACILITIES	\$ 8,813,125
PARKS	
56 Balearic Community Center - Blacktop Improvements	\$ -
57 Bark Park Renovation	\$ -
58 Brentwood Park Improvements	\$ 250,000
59 Butterfly Gardens	\$ 100,000
60 Canyon Park - Inventory, Management, and Restoration Plans	\$ -
61 Costa Mesa Skate Park Expansion	\$ -
62 Davis School Field & Lighting - Design & Construction	\$ -
63 Del Mesa Park - Replace Existing Playground Equipment	\$ -
64 Del Mesa Park - Replace Walkway Lights	\$ -
65 Fairview Developmental Center Sports Complex	\$ -
66 Fairview Park - CA-ORA-58 Fill Removal, Cap & Restore Native Habitat	\$ -
67 Fairview Park - Educational Hubs and Signage	\$ -
68 Fairview Park - Fence along Placentia Ave	\$ -
69 Fairview Park - Fencing, Signage, and Trail Restoration	\$ -
70 Fairview Park - Master Plan Implementation	\$ -
71 Fairview Park - Pump Station & Wetlands Recirculation System	\$ 155,000
72 Fairview Park - West Bluff Repair and Restoration	\$ -
73 Golf Course Pocket Park	\$ -
74 Harper Park Playground Replacement	\$ -
75 Heller Park - Replace Existing Restroom	\$ -
76 Kaiser Lighting and Turf	\$ -

Cost estimates are presented at current value / current dollars and are not escalated for inflation. Although the schedule spans five years and future, funds for only the first year are appropriated within the FY 2022-23 Budget.

CAPITAL IMPROVEMENT PROGRAM

Five-Year Capital Improvement Program From Proposed Fiscal Year 2022-23 Through Fiscal Year 2026-27

FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	Future	Total
\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 330,000
\$ -	\$ 450,000	\$ 1,000,000	\$ -	\$ 2,000,000	\$ 3,450,000
\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ 220,000
\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ 220,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 203,500
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 330,000
\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 71,500
\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 1,000,000	\$ 1,600,000
\$ 480,000	\$ -	\$ -	\$ -	\$ -	\$ 691,125
\$ 18,679,500	\$ 2,000,000	\$ 2,890,000	\$ 1,250,000	\$ 5,910,000	\$ 39,542,625

\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
\$ -	\$ -	\$ -	\$ 470,000	\$ -	\$ 470,000
\$ 100,000	\$ -	\$ -	\$ -	\$ 1,250,000	\$ 1,600,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000
\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
\$ -	\$ -	\$ -	\$ -	\$ 4,500,000	\$ 4,500,000
\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000
\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000
\$ -	\$ -	\$ -	\$ -	\$ 6,000,000	\$ 6,000,000
\$ -	\$ -	\$ -	\$ -	\$ 7,000,000	\$ 7,000,000
\$ 88,000	\$ 82,500	\$ -	\$ -	\$ -	\$ 170,500
\$ -	\$ -	\$ -	\$ -	\$ 380,000	\$ 380,000
\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000
\$ 200,000	\$ 800,000	\$ -	\$ -	\$ -	\$ 1,000,000
\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ 705,000
\$ 150,000	\$ 275,000	\$ 825,000	\$ -	\$ -	\$ 1,250,000
\$ -	\$ -	\$ -	\$ -	\$ 135,000	\$ 135,000
\$ -	\$ -	\$ 220,000	\$ -	\$ -	\$ 220,000
\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ 600,000
\$ -	\$ -	\$ -	\$ -	\$ 8,600,000	\$ 8,600,000

Cost estimates are presented at current value / current dollars and are not escalated for inflation. Although the schedule spans five years and future, funds for only the first year are appropriated within the FY 2022-23 Budget.



Category/Project Title	FY 2022-23
PARKS (continued)	
77 Ketchum-Libolt Park Expansion	\$ 1,000,000
78 Lindbergh Park - Expand Park	\$ -
79 Lions Park - Café	\$ -
80 Lions Park - Open Space Improvements	\$ -
81 Marina View Park Playground Replacement	\$ -
82 Moon Park - Replace Existing Playground Equipment (2 areas)	\$ -
83 Park Security Lighting Replacement Program	\$ -
84 Park Sidewalk / Accessibility Program	\$ 50,000
85 Parsons - Lighting and Turf	\$ -
86 Shalimar Park Expansion	\$ 1,000,000
87 Shiffer Park - Replace Existing Playground Equipment (2 Areas)	\$ -
88 Shiffer Park - Restroom Improvements	\$ -
89 Skate Park LED Light Retrofit	\$ -
90 Smallwood Park - Improvements	\$ -
91 TeWinkle Athletic Complex - Batting Cage Structure	\$ -
92 TeWinkle Athletic Complex Light Retrofit	\$ -
93 TeWinkle Park - Amphitheater	\$ -
94 TeWinkle Park - Drainage Swale - North Boundary	\$ -
95 TeWinkle Park - Lakes Repairs & Upgrades	\$ -
96 TeWinkle Park - Landscape Buffer North Boundary	\$ -
97 TeWinkle Park - Landscape Median Improvements	\$ -
98 TeWinkle Park - Security Lighting Project	\$ -
99 Various Parks - Parking Lot Rehabilitation	\$ -
100 Various Parks - Playground Repairs and Replacement	\$ 50,000
101 Victoria Avenue Corridor Development	\$ -
102 Vista Park - Picnic Shelter	\$ -
103 Wakeham Park - Playground and Planter Improvements	\$ -
104 Westside Park Development	\$ -
105 Westside Skate Park	\$ -
106 Wilson Park - Replace Existing Restroom w/Pre-Fabricated	\$ -
107 Wimbledon Park Exercise Equipment Replacement	\$ -
TOTAL PARKS	\$ 2,605,000
PARKWAY & MEDIANS	
108 Arlington Dr. at Newport Blvd. - Streetscape Improvements	\$ -
109 Arlington Drive - Bark Park Parking Lot Landscape Improvements	\$ -
110 Fairview Road - Median Landscape Rehabilitation	\$ -
111 Gisler Ave Landscape Improvements	\$ -
112 Gisler Avenue - Bike Trail Landscape	\$ -
113 Newport Boulevard Landscape Improvements - 19th St. to Bristol St.	\$ -

Cost estimates are presented at current value / current dollars and are not escalated for inflation. Although the schedule spans five years and future, funds for only the first year are appropriated within the FY 2022-23 Budget.

CAPITAL IMPROVEMENT PROGRAM

Five-Year Capital Improvement Program From Proposed Fiscal Year 2022-23 Through Fiscal Year 2026-2027

FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	Future	Total
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
\$ -	\$ -	\$ -	\$ -	\$ 1,300,000	\$ 1,300,000
\$ -	\$ -	\$ -	\$ -	\$ 900,000	\$ 900,000
\$ 50,000	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ 650,000
\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ 220,000
\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ 175,000
\$ -	\$ -	\$ -	\$ -	\$ 925,000	\$ 925,000
\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
\$ -	\$ -	\$ -	\$ -	\$ 5,500,000	\$ 5,500,000
\$ 1,000,000	\$ 1,000,000	\$ 350,000	\$ 2,500,000	\$ -	\$ 5,850,000
\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ 175,000
\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000
\$ 137,500	\$ -	\$ -	\$ -	\$ -	\$ 137,500
\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000
\$ -	\$ -	\$ -	\$ -	\$ 102,000	\$ 102,000
\$ -	\$ -	\$ -	\$ 615,000	\$ -	\$ 615,000
\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000
\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ 400,000
\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000
\$ -	\$ -	\$ -	\$ -	\$ 275,000	\$ 275,000
\$ -	\$ -	\$ -	\$ -	\$ 275,000	\$ 275,000
\$ 50,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 450,000
\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
\$ 150,000	\$ 1,100,000	\$ -	\$ -	\$ -	\$ 1,250,000
\$ -	\$ -	\$ -	\$ -	\$ 165,000	\$ 165,000
\$ -	\$ -	\$ -	\$ -	\$ 190,000	\$ 190,000
\$ 3,000,000	\$ 3,350,000	\$ 2,350,000	\$ 2,000,000	\$ 2,000,000	\$ 12,700,000
\$ -	\$ -	\$ 100,000	\$ 500,000	\$ -	\$ 600,000
\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000
\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ 110,000
\$ 8,300,500	\$ 7,962,500	\$ 4,420,000	\$ 6,360,000	\$ 43,442,000	\$ 73,090,000
\$ -	\$ -	\$ -	\$ -	\$ 180,000	\$ 180,000
\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000
\$ 10,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 110,000
\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ 350,000
\$ -	\$ -	\$ -	\$ -	\$ 165,000	\$ 165,000
\$ -	\$ -	\$ -	\$ -	\$ 1,100,000	\$ 1,100,000

Cost estimates are presented at current value / current dollars and are not escalated for inflation. Although the schedule spans five years and future, funds for only the first year are appropriated within the FY 2022-23 Budget.



Category/Project Title	FY 2022-23
PARKWAY & MEDIANS (continued)	
114 Newport Boulevard Landscape Improvements - S/O 17th Street	\$ -
115 Parkway and Median Improvement Program	\$ 450,000
116 Tree Planting Program	\$ -
117 Victoria Street - Parkway Landscape Rehabilitation	\$ -
118 Westside Restoration Project	\$ 250,000
<i>TOTAL PARKWAY & MEDIANS</i>	\$ 700,000
STREETS	
119 Adams Ave - Harbor Blvd. to Santa Ana River	\$ -
120 Brentwood Ave. - Storm Drain System	\$ -
121 CDBG Westside Street Improvements - Wilson Street	\$ 857,000
122 Cherry Lake Storm Drain System - Phase I, II & III	\$ -
123 Cherry Lake Storm Drain System - Phase IV & V	\$ -
124 Citywide Alley Improvements	\$ 500,000
125 Citywide Catch Basin and Water Quality Improvement Project	\$ 30,000
126 Citywide Storm Drain Improvements	\$ -
127 Citywide Street Improvements	\$ 5,500,000
128 Placentia Ave. Stormwater Quality Trash Full-Capture System	\$ 385,000
129 Sunflower Avenue Rehabilitation Project	\$ 2,570,782
130 Westside Storm Drain Improvements	\$ -
<i>TOTAL STREETS</i>	\$ 9,842,782
TRANSPORTATION	
131 Adams Avenue Active Transportation Project	\$ 1,250,000
132 Adams Avenue Bicycle Facility- Fairview Rd. to Harbor Blvd.	\$ -
133 Airport Channel/Delhi Channel Multi-Use Trail	\$ -
134 Baker - Coolidge Ave Traffic Signal Modifications	\$ -
135 Bicycle and Pedestrian Infrastructure Improvements	\$ 250,000
136 Bicycle Safety Education - 16 Schools	\$ 150,000
137 Bristol St. / Baker St. - Intersection Improvement (Add EBT, WBT)	\$ -
138 Bristol St. / I-405 NB - Ramps (Add WBR)	\$ -
139 Bristol St. / Paularino Ave. (Add 2nd WBL)	\$ -
140 Bristol St. / Sunflower Ave. - Intersection Improvement (Add 3rd NBL)	\$ -
141 Bristol Street (Bear St. to Santa Ana Av.) - Bicycle Facility	\$ -
142 Citywide Bicycle Rack Improvements	\$ 100,000
143 Citywide Bicycle Trail Wayfinding Signage	\$ -
144 Citywide Class II, III and IV Bicycle Projects	\$ 500,000
145 Citywide Neighborhood Traffic Calming Improvements	\$ 75,000
146 Citywide Traffic Signal Improvements	\$ -

Cost estimates are presented at current value / current dollars and are not escalated for inflation. Although the schedule spans five years and future, funds for only the first year are appropriated within the FY 2022-23 Budget.

CAPITAL IMPROVEMENT PROGRAM

Five-Year Capital Improvement Program From Proposed Fiscal Year 2022-23 Through Fiscal Year 2026-2027

FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	Future	Total
\$ 25,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 275,000
\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 2,700,000
\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ 600,000
\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,500,000
\$ 785,000	\$ 1,450,000	\$ 750,000	\$ 750,000	\$ 2,945,000	\$ 7,380,000

\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 2,000,000
\$ -	\$ -	\$ -	\$ -	\$ 793,040	\$ 793,040
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 857,000
\$ -	\$ -	\$ -	\$ -	\$ 2,721,600	\$ 2,721,600
\$ -	\$ -	\$ -	\$ -	\$ 2,009,360	\$ 2,009,360
\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ 1,500,000
\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000	\$ 270,000
\$ -	\$ -	\$ -	\$ -	\$ 15,000,000	\$ 15,000,000
\$ 5,500,000	\$ 5,500,000	\$ 6,000,000	\$ 6,500,000	\$ 6,500,000	\$ 35,500,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 385,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,570,782
\$ 1,550,000	\$ 1,550,000	\$ 1,550,000	\$ 1,550,000	\$ 1,550,000	\$ 7,750,000
\$ 7,580,000	\$ 9,580,000	\$ 7,580,000	\$ 8,080,000	\$ 28,694,000	\$ 71,356,782

\$ 1,250,000	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 3,750,000
\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
\$ -	\$ -	\$ -	\$ -	\$ 2,540,000	\$ 2,540,000
\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000
\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 500,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
\$ -	\$ -	\$ -	\$ -	\$ 962,500	\$ 962,500
\$ -	\$ -	\$ -	\$ -	\$ 90,000	\$ 90,000
\$ -	\$ -	\$ -	\$ -	\$ 300,210	\$ 300,210
\$ -	\$ -	\$ -	\$ -	\$ 1,130,000	\$ 1,130,000
\$ -	\$ 75,000	\$ 450,000	\$ -	\$ -	\$ 525,000
\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 350,000
\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
\$ 200,000	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,200,000
\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 450,000
\$ -	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,000,000

Cost estimates are presented at current value / current dollars and are not escalated for inflation. Although the schedule spans five years and future, funds for only the first year are appropriated within the FY 2022-23 Budget.

Category/Project Title	FY 2022-23
TRANSPORTATION (continued)	
147 Costa Mesa ITS Improvements (Communications, Central Sys. CCTV)	\$ -
148 E. 17th St. / Irvine Ave. - Intersection Improvement (Add SBR, EBR)	\$ -
149 Eastside Traffic Calming (Cabrillo St., 18th St., 22nd St.)	\$ -
150 Fairview Channel Trail - Placentia Ave (n/o park) to Placentia Ave (s/o park)	\$ -
151 Fairview Road Improvement Project	\$ 581,116
152 Fairview Road./ Wilson St. - Improvements (Add EBT, WBT)	\$ -
153 Gisler Ave Class IV Cycle Tracks from Gibraltar Ave to Harbor Blvd	\$ -
154 Gisler Ave Multi-use Trail from Gisler Ave Class II facility to Fairview Rd	\$ -
155 Greenville-Banning Channel Phase 1 (Sunflower Ave to South Coast Drive)	\$ -
156 Greenville-Banning Channel Phase 2 (Santa Ana River Trail to South Coast Dr.)	\$ -
157 Harbor Blvd. / Gisler Ave. - Intersection Improvements (Add SBR)	\$ -
158 Harbor Blvd. / South Coast Dr. - Intersection Improvement (Add EBR)	\$ -
159 Harbor Blvd. / Sunflower Ave. - Intersection Improvement (Add EBR, WBR)	\$ -
160 Harbor Blvd./ Adams Ave. - Intersection Improvements (Add NBL, NBR)	\$ -
161 Harbor Blvd./ MacArthur - Bus Turnout	\$ -
162 Hyland Ave. / I-405 NB Ramp & South Coast Drive (Add 2nd WBT)	\$ -
163 Mesa Del Mar Multi-Modal Access and Circulation Improvements	\$ -
164 Mesa Drive and Santa Ana Ave Bicycle Facility Improvement	\$ -
165 Mesa Verde Drive East/ Peterson Place Class II Bicycle Facility	\$ -
166 New Sidewalk / Missing Link Project	\$ 100,000
167 Newport Blvd. Northbound at Del Mar (Add WBTR)	\$ -
168 Newport Blvd. Northbound/22nd St. (Add WBTR, convert NBT to NBTR)	\$ -
169 Newport Blvd. Southbound at Fair Dr. (Add 2nd SBR)	\$ -
170 Newport Blvd./17th St. (Add NBR)	\$ -
171 Newport Boulevard Improvements - From 19th St. to 17th St.	\$ -
172 Newport Boulevard Southbound (Bristol Street to Arlington Drive)	\$ -
173 Orange Coast College West Bicycle Trail	\$ -
174 Paularino Channel - Multipurpose Trail	\$ -
175 Placentia Av./19th St. (Add SBR)	\$ -
176 Placentia Av./20th St. HAWK Signal	\$ -
177 Placentia Ave Multi-Use Path from Joann Trail to Estancia High School	\$ -
178 Priority Sidewalk Project	\$ 50,000
179 Santa Ana/Delhi Channel Multi-Use Trail from Santa Ana Ave to east City boundary	\$ -
180 Signal System Upgrade - Paularino, Fair, Wilson, Anton	\$ -
181 SR-55 Frwy. N/B / Baker St. - Intersection Improvement (Add NBL, EBL)	\$ -
182 SR-55 Frwy. N/B / Paularino Ave. - Intersection Improvement (Add WBR)	\$ -
183 SR-55 Frwy. S/B / Baker St. - Intersection Improvement (Add SBR)	\$ -
184 SR-55 Frwy. S/B / Paularino Ave. - Intersection Improvement (Add SBR)	\$ -

Cost estimates are presented at current value / current dollars and are not escalated for inflation. Although the schedule spans five years and future, funds for only the first year are appropriated within the FY 2022-23 Budget.

CAPITAL IMPROVEMENT PROGRAM

Five-Year Capital Improvement Program From Proposed Fiscal Year 2022-23 Through Fiscal Year 2026-2027

	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	Future	Total
\$	-	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,000,000
\$	-	\$ 100,000	\$ -	\$ -	\$ 700,000	\$ 800,000
\$	-	\$ -	\$ -	\$ -	\$ 2,200,000	\$ 2,200,000
\$	-	\$ 100,000	\$ -	\$ -	\$ 980,000	\$ 1,080,000
\$	300,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 2,881,116
\$	-	\$ -	\$ -	\$ -	\$ 1,525,000	\$ 1,525,000
\$	-	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000
\$	-	\$ -	\$ -	\$ -	\$ 400,000	\$ 400,000
\$	-	\$ -	\$ -	\$ -	\$ 870,000	\$ 870,000
\$	-	\$ -	\$ -	\$ -	\$ 3,280,000	\$ 3,280,000
\$	-	\$ -	\$ -	\$ -	\$ 4,895,000	\$ 4,895,000
\$	-	\$ -	\$ -	\$ -	\$ 2,167,200	\$ 2,167,200
\$	-	\$ -	\$ -	\$ -	\$ 920,000	\$ 920,000
\$	-	\$ -	\$ -	\$ -	\$ 6,000,000	\$ 6,000,000
\$	-	\$ -	\$ -	\$ -	\$ 396,000	\$ 396,000
\$	-	\$ -	\$ 50,000	\$ -	\$ 813,000	\$ 863,000
\$	500,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 750,000
\$	-	\$ -	\$ -	\$ -	\$ 1,200,000	\$ 1,200,000
\$	225,000	\$ -	\$ -	\$ -	\$ -	\$ 225,000
\$	100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
\$	-	\$ -	\$ -	\$ -	\$ 132,000	\$ 132,000
\$	-	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000
\$	-	\$ -	\$ 68,750	\$ -	\$ 695,750	\$ 764,500
\$	-	\$ 50,000	\$ 400,000	\$ -	\$ -	\$ 450,000
\$	-	\$ 400,000	\$ 600,000	\$ 4,150,000	\$ 4,150,000	\$ 9,300,000
\$	-	\$ -	\$ 75,000	\$ -	\$ 370,000	\$ 445,000
\$	-	\$ -	\$ -	\$ -	\$ 760,000	\$ 760,000
\$	-	\$ 500,000	\$ 2,000,000	\$ 2,000,000	\$ -	\$ 4,500,000
\$	-	\$ -	\$ -	\$ -	\$ 386,000	\$ 386,000
\$	-	\$ 175,000	\$ -	\$ -	\$ -	\$ 175,000
\$	-	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000
\$	50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
\$	-	\$ -	\$ -	\$ -	\$ 540,000	\$ 540,000
\$	-	\$ 300,000	\$ 300,000	\$ 300,000	\$ -	\$ 900,000
\$	-	\$ -	\$ -	\$ -	\$ 1,370,000	\$ 1,370,000
\$	-	\$ -	\$ -	\$ -	\$ 642,750	\$ 642,750
\$	-	\$ -	\$ -	\$ -	\$ 625,350	\$ 625,350
\$	-	\$ -	\$ -	\$ -	\$ 413,730	\$ 413,730

Cost estimates are presented at current value / current dollars and are not escalated for inflation. Although the schedule spans five years and future, funds for only the first year are appropriated within the FY 2022-23 Budget.



Category/Project Title	FY 2022-23
TRANSPORTATION (continued)	
185 Superior Av./17th St. (Convert WBT to WBTL, NBR)	\$ -
186 Susan Street Multi-Use Path from I-405 to South Coast Drive	\$ -
187 Vanguard Way/Santa Isabel Ave. (Fair Dr. to Irvine Av.) - Bicycle Facility	\$ -
188 West 17th St. Widening - (Newport Boulevard to Placentia Avenue)	\$ -
189 West 18th Street and Wilson Street Pedestrian Crossings	\$ 100,000
190 Wilson Street (Fairview Rd. to Santa Ana Av.) - Bicycle Facility	\$ -
191 Wilson Street Widening - from College Ave. to Fairview Rd.	\$ -
<i>TOTAL TRANSPORTATION</i>	\$ 3,156,116
Total Five-Year Capital Improvement Projects	\$ 25,312,023

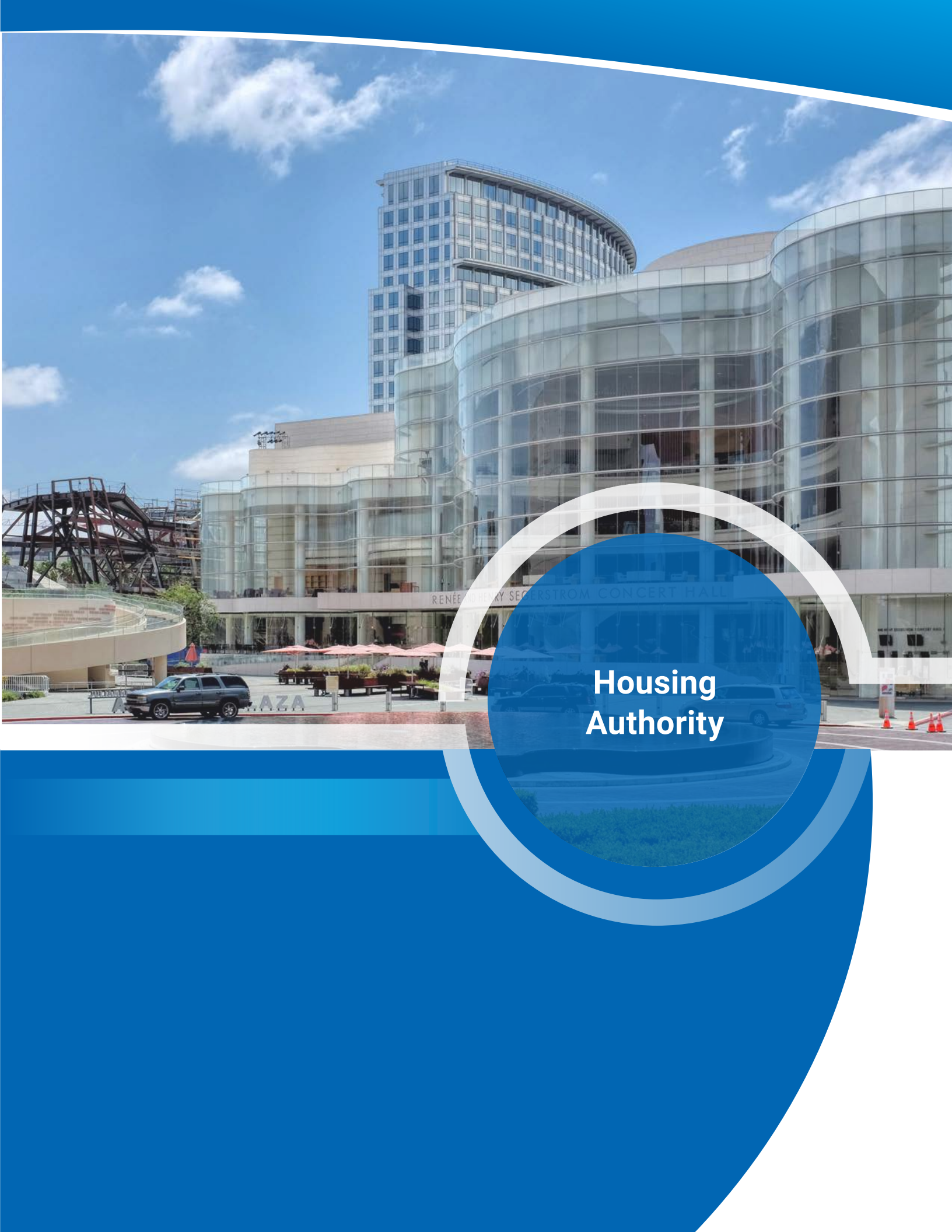
Cost estimates are presented at current value / current dollars and are not escalated for inflation. Although the schedule spans five years and future, funds for only the first year are appropriated within the FY 2022-23 Budget.

CAPITAL IMPROVEMENT PROGRAM

Five-Year Capital Improvement Program From Proposed Fiscal Year 2022-23 Through Fiscal Year 2026-2027

FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	Future	Total
\$ -	\$ -	\$ 100,000	\$ -	\$ 563,000	\$ 663,000
\$ -	\$ -	\$ -	\$ -	\$ 420,000	\$ 420,000
\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ 60,000
\$ -	\$ -	\$ 40,000	\$ -	\$ 1,200,000	\$ 1,240,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000
\$ -	\$ -	\$ -	\$ -	\$ 20,000,000	\$ 20,000,000
\$ 4,350,000	\$ 6,525,000	\$ 5,008,750	\$ 7,375,000	\$ 64,977,490	\$ 91,392,356
\$ 40,995,000	\$ 28,817,500	\$ 21,748,750	\$ 24,315,000	\$ 147,218,490	\$ 288,406,763

Cost estimates are presented at current value / current dollars and are not escalated for inflation. Although the schedule spans five years and future, funds for only the first year are appropriated within the FY 2022-23 Budget.



**Housing
Authority**



On January 17, 2012, the City Council established the Costa Mesa Housing Authority in accordance with California Housing Authorities Law, Health, and Safety Code Section 34200, et seq. Also on that date by resolution, the City Council selected the Housing Authority to serve as the housing successor and to assume the housing assets, duties, functions and obligations of the former Costa Mesa Redevelopment Agency (Former Agency) as of February 1, 2012. These actions occurred due to the mandatory dissolution of all California redevelopment agencies under the requirements of Division 24, Parts 1.8 and 1.85 of the California Health and Safety Code (Dissolution Law). The Dissolution Law sets forth the processes and obligations of all successor agencies. These entities are separate from the city (or county) that formed the former agency and charged with winding down the affairs of former redevelopment agencies. Further, the Dissolution Law sets forth the functions, obligations and requirements of housing successors.

Section 34176.1 of the California Health and Safety Code establishes certain limitations on expenditures by housing successors. Thus, each fiscal year the Housing Authority's funding is limited in two categories: (1) administrative costs, and (2) homelessness prevention and rapid rehousing.

Covenant Monitoring and Administration - 11500

Rental Rehabilitation – 20425

Offers deferred loans to owner of multi-family properties to make improvements and repair code violations. Loans were originated in the 90s and deferred unless the owner sells transfers or defaults on the property.

Housing Authority Administration – 20600

Provides administration support such as conducting required board meetings, maintaining financial records and preparing annual reports, etc.

Costa Mesa Family Village – 20620

Costa Mesa Family Village is a three-parcel, 72-unit multi-family rental project, to which the Housing Authority holds the ground lease. The 55-year ground lease expires in year 2038. Annual lease payment is the greater of 8 percent of gross receipts or \$108,000.

First Time Homebuyer Program – 20625

Offers deferred loans to first time homebuyers for home purchase in the City. Loans were extended prior to year 2009 under various terms.

Habitat For Humanity – 20630

The Housing Authority holds interest to the land used for the development of five single-family homes by Habitat for Humanity in year 2004. The Housing Authority maintains enforceable covenants on the properties. No loan repayment is required unless the owner defaults.

Single Family Rehabilitation Program – 20640

Offers deferred loans to homeowners to make home improvements and fix code violations. The loans were extended in year 2009 and deferred until the property is sold or refinanced.

St. John Manor – 20650

St. Johns Manor is a 36-unit senior rental project. The Housing Authority's loan to this project was paid off in fiscal year 2018-19.

Costa Mesa Village – 20655

Costa Mesa Village is a 96-unit single room occupancy (SRO) project jointly funded by the Costa Mesa Housing Authority, Orange County Housing Authority and the developer. The Housing Authority's loan to this project was paid off in fiscal year 2014-15.

Housing Development And Preservation Of Affordable Housing - 11500

James/West 18th Street Property – 20635

The James/West 18th Property is four affordable housing projects with 30 rental units, owned and operated by the Housing Authority. The Authority acquired the projects through a foreclosure process in fiscal year 2015-16.

Homeless Outreach And Bridge Shelter Operation - 14300

Homeless Outreach – 20605

An addition to the Housing Authority's homeless prevention and rapid rehousing services is the transfer of the Network for Homeless Solutions program from the City Manager's Office to the Housing Authority, as approved by the City Council during the 2018-19 Mid-Year Budget Review. Homeless Outreach's primary activities are community outreach and working with various organizations and governmental agencies to identify housing solutions for Costa Mesa's homeless population. The General Fund will provide funding for program expenses in excess of the Low and Moderate Income Housing Asset Funds (LMIHAFs) \$250,000 allowance for this category.

Bridge Shelter Operation – 20606

Another new component to the Housing Authority is the operation of the City's permanent bridge shelter program, which is located at 3175 Airway Avenue. This program provides transitional housing and support services for up to 72 homeless adults. Beginning in fiscal year 2021-22, the cities of Costa Mesa and Newport Beach enter into a Memorandum of Understanding (MOU) to allocate 20 of the 72 shelter beds to Newport Beach's use.

Budget Narrative

The Fiscal Year 2022-23 budget for the Housing Authority is approximately \$4 million, an increase nearly 9 percent, compared to the adopted budget for Fiscal Year 2021-22. With the relocation to a permanent homeless shelter facility, the City has entered into a partnership with the City of Newport Beach, increasing the number of beds to expand its solution to offer shelter beds to those in need during inclement weather.

	FY 19-20 Actuals	FY 20-21 Adopted Budget	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
REVENUES BY FUNDING SOURCE				
Costa Mesa Family Village Ground Lease	\$ 131,989	\$ 120,000	\$ 120,000	\$ 120,000
James Street	273,391	264,000	250,000	250,000
Investment Income	102,263	38,000	23,400	21,550
Loan Repayments	5,111	7,000	6,000	6,000
Other Reimbursement				
RDA Loan Repayment from DOF (Annual ROPS)	258,209	258,209	381,141	381,141
State SB 2 Grant		528,581	528,581	821,579
General Fund Contribution	2,438,345	1,177,203	1,713,827	1,227,854
Other Governmental Agencies			1,000,000	1,000,000
Contributions				577,600
Donations	5,290			
CDBG CV Funds		668,000		
Use of Fund Balance		68,116	37,261	
Total Housing Authority Revenues	\$ 3,214,598	\$ 3,129,109	\$ 4,060,211	\$ 4,405,724

	FY 19-20 Actuals	FY 20-21 Adopted Budget	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
EXPENSE CATEGORY BY PROGRAM				
COVENANT MONITORING AND ADMINISTRATION - 11500				
Rental Rehabilitation - 20450				
Housing Authority Administration - 20600				
Salaries and Benefits	\$ 85,054	\$ 73,536	\$ 86,882	\$ 86,882
Maintenance and Operations	10,176	7,617	100,000	100,000
Subtotal Housing Authority Administration	\$ 95,230	\$ 81,152	\$ 186,882	\$ 186,882
Costa Mesa Family Village - 20620				
Maintenance and Operations	\$ -	\$ -	\$ 5,000	\$ 5,000
Subtotal Costa Mesa Family Village	\$ -	\$ -	\$ 5,000	\$ 5,000
First Time Homebuyer Program - 20625				
Maintenance and Operations	\$ -	\$ 65	\$ 11,000	\$ 11,000
Subtotal First Time Homebuyer Program	\$ -	\$ 65	\$ 11,000	\$ 11,000
Habitat for Humanity - 20630				
Maintenance and Operations	\$ -	\$ 2,975	\$ 7,000	\$ 7,000
Fixed Assets	-	211,860	-	-
Subtotal Habitat for Humanity	\$ -	\$ 214,834	\$ 7,000	\$ 7,000

	FY 19-20 Actuals	FY 20-21 Adopted Budget	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Single Family Rehabilitation Program - 20640				
Maintenance and Operations	\$ -	\$ 1,677	\$ 20,000	\$ 20,000
Subtotal Single Family Rehabilitation Prog.	\$ -	\$ 1,677	\$ 20,000	\$ 20,000
COVENANT MONITORING AND ADMINISTRATION - 11500 (Continued)				
St. John Manor - 20650				
Maintenance and Operations	\$ -	\$ -	\$ 5,000	\$ 5,000
Subtotal St. John Manor	\$ -	\$ -	\$ 5,000	\$ 5,000
Costa Mesa Village - 20655				
Maintenance and Operations	\$ -	\$ 9,893	\$ 3,100	\$ 3,100
Subtotal Costa Mesa Village	\$ -	\$ 9,893	\$ 3,100	\$ 3,100
Subtotal Covenant Monitoring and Admin.	\$ 95,230	\$ 307,621	\$ 237,982	\$ 237,982
HOUSING DEVELOPMENT AND PRESERVATION OF AFFORDABLE HOUSING - 11500				
James/West 18th Street Property - 20635				
Salaries and Benefits	\$ 37,142	\$ 27,832	\$ 41,720	\$ 41,720
Maintenance and Operations	142,011	144,728	260,500	260,500
Fixed Assets	-	-	27,600	27,600
Subtotal St. John Manor James/West 18th Street Property	\$ 179,152	\$ 172,559	\$ 329,820	\$ 329,820
HOMELESS OUTREACH AND BRIDGE SHELTER OPERATION - 11310/11500/14300				
CDBG-CV - 20435				
Maintenance and Operations	\$ -	\$ 343,244	\$ -	\$ -
Subtotal Homeless Outreach	\$ -	\$ 343,244	\$ -	\$ -
Homeless Outreach - 20605 *				
Salaries and Benefits	\$ 723,081	\$ 738,444	\$ 979,642	\$ 1,096,551
Maintenance and Operations	159,169	78,372	100,100	108,243
Fixed Assets	425	-	-	-
Subtotal Homeless Outreach	\$ 882,674	\$ 816,816	\$ 1,079,742	\$ 1,204,794
* The Homeless Outreach program was previously divided between the Housing Authority (program 11500) and the City Manager's Office (program 50250). The City Council approved consolidating all homeless outreach and shelter programs under the Housing Authority during the 2018-19 Mid-Year Budget Review.				
Bridge Shelter Operation - 20606				
Maintenance and Operations	\$ 1,810,961	\$ 1,934,556	\$ 2,412,667	\$ 2,420,267
Subtotal Bridget Shelter Operation	\$ 1,810,961	\$ 1,934,556	\$ 2,412,667	\$ 2,420,267
TOTAL HOUSING AUTHORITY				
Salaries and Benefits	\$ 845,277	\$ 839,811	\$ 1,108,244	\$ 1,225,153
Maintenance and Operations	2,122,317	2,523,125	2,924,367	2,940,110

	FY 19-20 Actuals	FY 20-21 Adopted Budget	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
Fixed Assets	425	211,860	27,600	27,600
Total Housing Authority	\$ 2,968,018	\$ 3,574,796	\$ 4,060,211	\$ 4,192,863

RESOLUTION NO. 2021-23**A JOINT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA AND THE COSTA MESA HOUSING AUTHORITY ADOPTING A BUDGET FOR THE HOUSING AUTHORITY FOR FISCAL YEAR 2021-2022**

THE CITY COUNCIL OF THE CITY OF COSTA MESA AND THE COSTA MESA HOUSING AUTHORITY DO HEREBY FIND AND DECLARE AS FOLLOWS:

WHEREAS, the City Council, by Resolution adopted on January 17, 2012, declared the need for a housing authority to function in the City of Costa Mesa, established the "Costa Mesa Housing Authority" ("Housing Authority"), and declared that the members of the City Council are the Commissioners of the Housing Authority pursuant to the California Housing Authorities Law, commencing with Health & Safety Code Section 34200, *et seq.* ("HAL"); and

WHEREAS, the City of Costa Mesa is a California municipal corporation and general law city ("City"); and

WHEREAS, the City and Housing Authority desire to establish an annual budget for the Housing Authority; and

WHEREAS, the establishment of a budget for Fiscal Year 2021-2022 ("FY 21-22") has been prepared by the City Manager and Executive Director of the Housing Authority; and

WHEREAS, the budgeting process establishes the plan of expenditures and the priorities of the Housing Authority and the Housing and Community Development division of the Development Services Department of the City, in particular as to the functions, duties, and operations of the Housing Authority pursuant to the HAL and as to the affordable housing assets, functions, and duties created by dissolution of the former Costa Mesa Redevelopment Agency pursuant to Parts 1.8 and 1.85 of Division 24, of the California Health and Safety Code ("Dissolution Law"); and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Costa Mesa and the Costa Mesa Housing Authority as follows:

SECTION 1. The annual budget for the Housing Authority for Fiscal Year 2021-2022, as prepared and submitted by the City Manager/Executive Director, attached hereto as Exhibit A, is hereby approved and adopted.

SECTION 2. To ensure appropriate service levels and to carry out the statutory obligations of the HAL and Dissolution Law, the City Manager/Executive Director is authorized to expend funds or transfer funds among operating budgets or project budgets within adopted appropriations as needed and as permitted by law.


SECTION 3. The City Clerk and Housing Authority Secretary shall certify to the adoption of this Resolution.

PASSED AND ADOPTED this 1st day of June 2021.

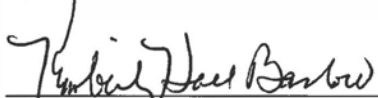
CITY COUNCIL:


John Stephens, Mayor

ATTEST:


Brenda Green, City Clerk

APPROVED AS TO FORM:


Kimberly Hall Barlow, City Attorney

COSTA MESA HOUSING AUTHORITY:


John Stephens, Chair

ATTEST:


Brenda Green, Secretary

APPROVED AS TO FORM:


Kimberly Hall Barlow, General Counsel

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF COSTA MESA)

I, BRENDA GREEN, City Clerk of the City of Costa Mesa and Secretary of the Costa Mesa Housing Authority, DO HEREBY CERTIFY that the above and foregoing Resolution No. 2021-23 is the original joint resolution of the City Council and Housing Authority that was duly passed and adopted by the City Council of the City of Costa Mesa and the Costa Mesa Housing Authority at a regular meeting held on the 1st day of June 2021, by the following roll call vote, to wit:

CITY COUNCIL:

AYES: COUNCIL MEMBERS: CHAVEZ, GAMEROS, HARLAN, HARPER,
REYNOLDS, MARR, AND STEPHENS.

NOES: COUNCIL MEMBERS: NONE.

ABSENT: COUNCIL MEMBERS: NONE.

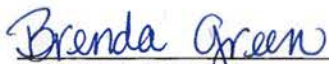
HOUSING AUTHORITY:

AYES: BOARD MEMBERS: CHAVEZ, GAMEROS, HARLAN, HARPER, REYNOLDS,
MARR, AND STEPHENS.

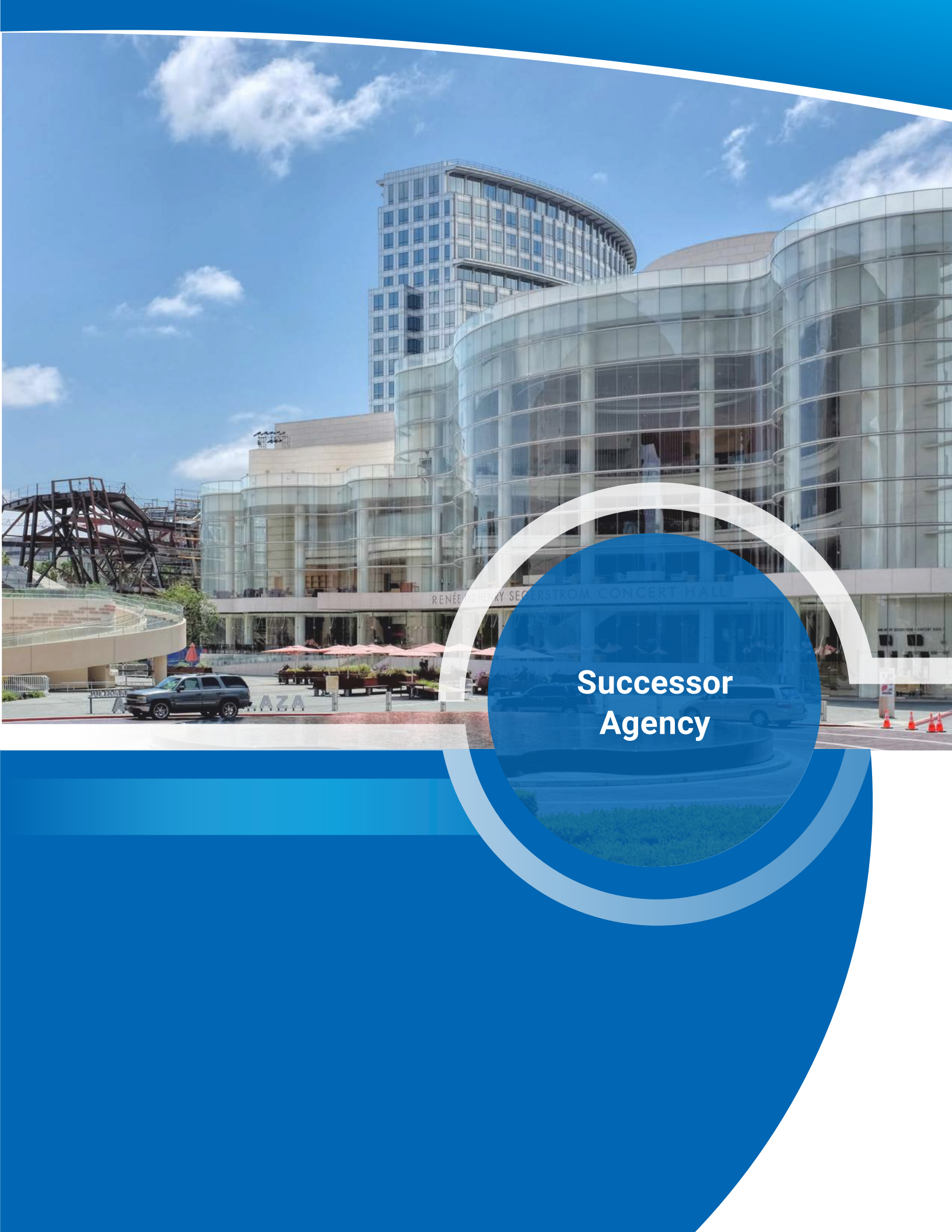
NOES: BOARD MEMBERS: NONE.

ABSENT: BOARD MEMBERS: NONE.

IN WITNESS WHEREOF, I have hereby set my hand and affixed the seal of the City of Costa Mesa this 2nd day of June 2021.



BRENDA GREEN
City Clerk and Housing Authority Secretary



**Successor
Agency**



Successor Agency to the Redevelopment Agency

All California redevelopment agencies including the Costa Mesa Redevelopment Agency (CMRDA), dissolved as of February 1, 2012. The Successor Agency to the Costa Mesa Redevelopment Agency (Successor Agency) succeeded the former CMRDA. The Successor Agency administers the enforceable obligations and unwinds the affairs of the former CMRDA. All of the Successor Agency's enforceable obligations are presented in the annual recognized obligation payment schedules (ROPS), which are submitted for approval to the Successor Agency Board, the Orange Countywide Oversight Board, and ultimately, the State Department of Finance (DOF).

Currently the only enforceable obligation remaining on the Agency's ROPS is the annual payment on the promissory note for the reinstated City/former CMRDA loan. The annual payment has been listed and approved on the ROPS since the loan reinstatement was approved in 2014 by the DOF. As required under Section 34191.4 of the Health and Safety Code, 20 percent of the annual loan repayment is transferred to the Low and Moderate Income Housing Asset Fund, which is held by the Costa Mesa Housing Authority.

Successor Agency – 11600

Successor agency – 20610

Performs administrative functions relating to the annual ROPS and enforceable obligations as approved by the DOF.

Budget Narrative

The Costa Mesa Successor Agency's annual budget consists of the annual loan repayment to the City. California Health and Safety Code requires a successor agency to transfer 20 percent of the loan repayment to the LMIHAF. The Costa Mesa Housing Authority holds the LMIHAF. A successor agency's annual budget is first approved by the agency's board and submitted to the California Department of Finance (DOF) for a final determination. The DOF may deny one or more items from the submitted budget. The Fiscal Year 2021-22 Budget for the Costa Mesa Successor Agency, as approved by its board in Resolution 21-02, is \$1.7 million. The final budget as determined by the DOF is \$1.750 million, a decrease of \$156 thousand or 8.2 percent from the prior fiscal year before the 20 percent LMIHAF transfer.

	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
REVENUES BY FUNDING SOURCE				
Redevelopment Property Tax Trust Funds (RPTTF)	\$ 1,270,134	\$ 1,902,703	\$ 1,905,703	\$ 1,749,586
Total Successor Agency Revenues	\$ 1,270,134	\$ 1,902,703	\$ 1,905,703	\$ 1,749,586

	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
SUCCESSOR AGENCY - 11600				
Successor Agency - 20610				
Salaries and Benefits	\$ 603	\$ -	\$ -	\$ -
Maintenance and Operations	156,982	117,354	1,905,703	1,749,586
Subtotal Successor Agency	\$ 157,585	\$ 117,354	\$ 1,905,703	\$ 1,749,586

	FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted Budget	FY 22-23 Proposed Budget
TOTAL SUCCESSOR AGENCY				
Salaries and Benefits	\$ 603	\$ -	\$ -	\$ -
Maintenance and Operations	156,982	117,354	1,905,703	1,749,586
Total Successor Agency	\$ 157,585	\$ 117,354	\$ 1,905,703	\$ 1,749,586

SUCCESSOR AGENCY RESOLUTION NO. 2022-05

A RESOLUTION OF THE SUCCESSOR AGENCY TO THE COSTA MESA REDEVELOPMENT AGENCY APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE FY 2022-23 FOR THE ANNUAL FISCAL PERIOD OF JULY 1, 2022 TO JUNE 30, 2023, SUBJECT TO SUBMITTAL TO, AND REVIEW BY THE ORANGE COUNTYWIDE OVERSIGHT BOARD AND THE STATE OF CALIFORNIA, DEPARTMENT OF FINANCE UNDER CALIFORNIA HEALTH AND SAFETY CODE, DIVISION 24, PART 1.85; AND, AUTHORIZING THE POSTING AND TRANSMITTAL THEREOF

WHEREAS, the former Costa Mesa Redevelopment Agency ("Former Agency") was established as a redevelopment agency which was previously organized and existing under the California Community Redevelopment Law, Health and Safety Code Section 33000, *et seq.*, and previously authorized to transact business and exercise powers of a redevelopment agency pursuant to action of the City Council of the City of Costa Mesa ("City"); and

WHEREAS, Assembly Bill x1 26 added Parts 1.8 and 1.85 to Division 24 of the California Health and Safety Code, which caused the dissolution of all redevelopment agencies and winding down of the affairs of former agencies, including as such laws were amended by Assembly Bill 1484 and by other subsequent legislation (together, as amended, the "Dissolution Law"); and

WHEREAS, as of February 1, 2012 the Former Agency was dissolved under the Dissolution Law, and as a separate public entity, the Successor Agency to the Costa Mesa Redevelopment Agency ("Successor Agency") administers the enforceable obligations of the former Agency and otherwise dissolves the former Agency's affairs, all subject to the review and approval by a seven-member oversight board; and

WHEREAS, under Section 34179(j) of the Dissolution Law, in every California county there shall be one oversight board that is staffed by the county's auditor-controller; and

WHEREAS, the applicable consolidated oversight board overseeing this Successor Agency is called the Orange Countywide Oversight Board ("Oversight Board"); and

WHEREAS, every oversight board, both the prior local oversight board and the Oversight Board, has fiduciary responsibilities to the holders of enforceable obligations and to the taxing entities that benefit from distributions of property tax and other revenues pursuant to Section 34188 of the Dissolution Law; and

WHEREAS, Sections 34177(m), 34177(o) and 34179 provide that each ROPS is submitted to, reviewed and approved by the Successor Agency and then reviewed and approved by the Oversight Board before final review and approval by the State of California, Department of Finance ("DOF"); and

WHEREAS, Section 34177(o) of the Dissolution Law requires that the annual ROPS for the 22-23 A-B fiscal period of July 1, 2022 to June 30, 2023 ("ROPS FY 2022-

23") shall be submitted to the DOF by the Successor Agency, after approval by the Oversight Board, no later than February 1, 2021; and

WHEREAS, the ROPS FY 2022-23, in the form required by DOF, is attached as Exhibit A and fully incorporated by this reference; and

WHEREAS, the Successor Agency has reviewed the ROPS FY 2022-23 and desires to approve this schedule and to authorize and direct the Successor Agency staff to transmit the ROPS FY 2022-23 to the Oversight Board, with copies to the Orange County Administrative Officer ("CAO"), Orange County Auditor-Controller ("CAC"), the State Controller's Office ("SCO") and DOF as required by Dissolution Law; and

WHEREAS, the Successor Agency shall post the ROPS FY 2022-23 on the City/Successor Agency website www.costamesaca.gov.

NOW, THEREFORE, BE IT RESOLVED BY THE SUCCESSOR AGENCY TO THE COSTA MESA REDEVELOPMENT AGENCY:

Section 1. The foregoing recitals are incorporated into this Resolution by this reference, and constitute a material part of this Resolution.

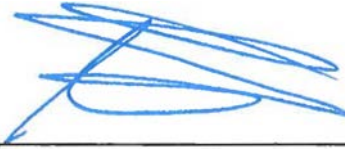
Section 2. The Successor Agency approves ROPS FY 2022-23 submitted herewith as Attachment 1, under the requirements of the Dissolution Law; provided however, that the ROPS FY 2022-23 is approved subject to the condition such ROPS FY 2022-23 is to be transmitted to the Oversight Board for review and approval and a copy of such ROPS FY 2022-23 shall concurrently be sent to the CAO, CAC, SCO, and DOF. Further, the Finance Director (and her authorized designee), in consultation with legal counsel, shall be authorized to request and complete meet and confer session(s), if any, with the DOF and authorized to make augmentations, modifications, additions or revisions as may be necessary or directed by DOF.

Section 3. After approval by the Oversight Board, the Successor Agency authorizes transmittal of the approved ROPS FY 2022-23 again to the CAC, SCO and DOF.

Section 4. The Finance Director of the Successor Agency or her authorized designee is directed to post this Resolution, including the ROPS FY 2022-23, on the City/Successor Agency website (www.costamesaca.gov) under the Dissolution Law.

Section 5. The Assist of the Successor Agency shall certify to the adoption of this Resolution.

APPROVED AND ADOPTED this 18th day of January 2022.



John Stephens, Chair
Successor Agency to the Costa Mesa
Redevelopment Agency

ATTEST:



Brenda Green, Secretary
Successor Agency to the Costa Mesa
Redevelopment Agency

APPROVED AS TO FORM

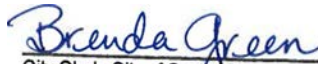


Kimberly all Barlow,
Successor Agency Counsel

I declare under penalty of perjury that this document
is a full, true, and correct copy of the original on file
in this office.

ATTEST:

DATED: 1/27/2022



City Clerk, City of Costa Mesa, County of Orange, California

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF COSTA MESA)

I, Brenda Green, Assistant of the Successor Agency to the Costa Mesa Redevelopment Agency, hereby certify that the foregoing resolution was duly adopted by the Successor Agency at a regular meeting held on the 18th day of January 2022, and that it was so adopted by the following vote:

AYES: COUNCILMEMBERS: CHAVEZ, GAMEROS, HARLAN, HARPER, REYNOLDS, MARR,
AND STEPHENS

NOES: COUNCILMEMBERS: NONE

ABSENT: COUNCILMEMBERS: NONE

A handwritten signature in blue ink that reads "Brenda Green".

Brenda Green, Secretary
Successor Agency to the Costa Mesa
Redevelopment Agency

**Recognized Obligation Payment Schedule (ROPS 22-23) - Summary
Filed for the July 1, 2022 through June 30, 2023 Period**

Successor Agency: Costa Mesa
County: Orange

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	22-23A Total (July December)	22-23B Total (January June)	ROPS 22-23 Total
A Enforceable Obligations Funded as Follows (B+C+D)	\$ -	\$ -	\$ -
B Bond Proceeds			
C Reserve Balance			
D Other Funds			
E Redevelopment Property Tax Trust Fund (RPTTF) (F+G)	\$ 1,749,586	\$ -	\$ 1,749,586
F RPTTF	1,749,586		1,749,586
G Administrative RPTTF			
H Current Period Enforceable Obligations (A+E)	\$ 1,749,586	\$ -	\$ 1,749,586

Certification of Oversight Board Chairman:

Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

John Stephens, Mayor
Name Title

[Signature]
/s/ Signa Date

**RESOLUTION OF THE ORANGE COUNTYWIDE OVERSIGHT BOARD
RESOLUTION NO. 22-011**

A RESOLUTION OF THE ORANGE COUNTYWIDE OVERSIGHT BOARD WITH
OVERSIGHT OF THE SUCCESSOR AGENCY TO THE COSTA MESA
REDEVELOPMENT AGENCY *APPROVING THE RECOGNIZED OBLIGATION PAYMENT
SCHEDULE [ROPS] 2022-23 A-B* FOR THE ANNUAL FISCAL PERIOD OF JULY 1, 2022
TO JUNE 30, 2023, INCLUDING THE FY 2022-23 ADMINISTRATIVE BUDGET, SUBJECT
TO SUBMITTAL TO, AND REVIEW BY THE STATE DEPARTMENT OF FINANCE [DOF]
PURSUANT TO DISSOLUTION LAW, AND AUTHORIZING POSTING AND
TRANSMITTAL THEREOF

WHEREAS, the Costa Mesa Redevelopment Agency (“Former Agency”) was established as a community redevelopment agency that was previously organized and existing under the California Community Redevelopment Law, Health and Safety Code Section 33000, *et seq.*, and previously authorized to transact business and exercise powers of a redevelopment agency pursuant to action of the City Council of the City of Costa Mesa (“City”); and

WHEREAS, Assembly Bill x1 26 added Parts 1.8 and 1.85 to Division 24 of the California Health and Safety Code, which caused the dissolution of all redevelopment agencies and wind down of the affairs of former agencies, including as such laws were amended by Assembly Bill 1484 and by other subsequent legislation (“Dissolution Law”); and

WHEREAS, as of February 1, 2012 the Agency was dissolved pursuant to the Dissolution Law, and as a separate public entity, corporate and policy the Successor Agency to the Costa Mesa Redevelopment Agency (“Successor Agency”) administers the enforcement obligations of the Former Agency and otherwise unwinds the Former Agency’s affairs, all subject to the review and approval by a seven-member oversight board; and

WHEREAS, pursuant to Health and Safety Code Section 34179(j) on July 1, 2018 the Orange Countywide Oversight Board (“Oversight Board”) has jurisdiction over the Successor Agency and all other successor agencies in Orange County; and

WHEREAS, every oversight board, both the prior local oversight board and this newly established Orange Countywide Oversight Board, have fiduciary responsibilities to the holders of enforceable obligations and to the taxing entities that benefit from distributions of property tax and other revenues pursuant to Section 34188 of the Dissolution Law; and

WHEREAS, Section 34177(m), 34177(o) and 34179 provide that each ROPS is submitted to, review and approved by the Successor Agency and then reviewed and approved by the Orange Countywide Oversight Board final review and approval by the State Department of Finance (“DOF”); and

WHEREAS, Section 34177(l) and 34177(o) of the Dissolution Law requires that the annual ROPS for the 2022-23 A-B fiscal period of July 1, 2022 to June 30, 2023 (“ROPS 2022-23 A-B”) shall be submitted to the DOF by the Successor Agency, after approval by the Orange Countywide Oversight Board, no later than February 1, 2022; and

WHEREAS, the ROPS FY2022-23, in the form required by DOF, is attached as Exhibit A and is fully incorporated by this reference; and

WHEREAS, the Orange Countywide Oversight Board has reviewed and considered the Successor Agency's ROPS 2022-23A-B and desires to approve it and authorize and direct the Successor Agency staff to transmit the ROPS 2022-23 A-B to the DOF, with copies to the County Executive Officer ("CEO"), County Auditor-Controller ("CAC"), and the State Controller's Office ("SCO") as required under the Dissolution Law;

NOW, THEREFORE, BE IT RESOLVED BY THE ORANGE COUNTYWIDE OVERSIGHT BOARD:

SECTION 1. The foregoing recitals are incorporated into this Resolution by this reference, and constitute a material part of this Resolution.

SECTION 2. The Orange Countywide Oversight Board hereby approves ROPS 2022-23 A-B submitted therewith and incorporated by this reference.

SECTION 3. The Orange Countywide Oversight Board authorizes transmittal of the ROPS 2022-23 A-B to the DOF, with copies to the CEO, the CAC, and the SCO.

SECTION 4. The City of Costa Mesa's Finance Director/Treasurer or authorized designee is directed to post this Resolution, including the ROPS 2022-23 A-B, on the City/Successor Agency website pursuant to the Dissolution Law.

SECTION 5. Under Section 34179(h), written notice and information about certain actions taken by the Orange Countywide Oversight Board shall be provided to the DOF by electronic means and in a manner of DOF's choosing. The Orange Countywide Oversight Board's action shall become effective five (5) business days after notice in the manner specified by the DOF unless the DOF requests a review.

SECTION 6. The Clerk of the Board shall certify to the adoption of this Resolution.

**Recognized Obligation Payment Schedule (ROPS 22-23) - Summary
Filed for the July 1, 2022 through June 30, 2023 Period**

Successor Agency: Costa Mesa
County: Orange

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	22-23A Total (July - December)	22-23B Total (January - June)	ROPS 22-23 Total
A Enforceable Obligations Funded as Follows (B+C+D)	\$ -	\$ -	\$ -
B Bond Proceeds	-	-	-
C Reserve Balance	-	-	-
D Other Funds	-	-	-
E Redevelopment Property Tax Trust Fund (RPTTF) (F+G)	\$ 1,749,586	\$ -	\$ 1,749,586
F RPTTF	1,749,586	-	1,749,586
G Administrative RPTTF	-	-	-
H Current Period Enforceable Obligations (A+E)	\$ 1,749,586	\$ -	\$ 1,749,586

Certification of Oversight Board Chairman:

Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

Brian Probolsky, Chairman
Name Title

Is/ 
Signature

1-25-22
Date

**Costa Mesa
Recognized Obligation Payment Schedule (ROPS 22-23) - ROPS Detail
July 1, 2022 through June 30, 2023**

A Item #	B Project Name	C Obligation Type	D Agreement Execution Date	E Agreement Termination Date	F Payee	G Description	H Project Area	I Total Outstanding Obligation	J Retired	K ROPS 22-23 Total	ROPS 22-23A (Jul - Dec)					Q 22-23A Total	ROPS 22-23B (Jan - Jun)					W 22-23B Total
											Fund Sources						Fund Sources					
											L Bond Proceeds	M Reserve Balance	N Other Funds	O RPTTF	P Admin RPTTF		R Bond Proceeds	S Reserve Balance	T Other Funds	U RPTTF	V Admin RPTTF	
6	Promissory Note Payable	City/County Loan (Prior 06/28/11), Cash exchange	09/30/1971	06/30/2024	City of Costa Mesa	Original Loan to establish RDA	Downtown	3,451,948	N	\$1,749,586	\$-	\$-	\$-	\$1,749,586	\$-	\$-	\$-	\$-	\$-	\$-	\$-	

Costa Mesa
Recognized Obligation Payment Schedule (ROPS 22-23) - Report of Cash Balances
July 1, 2019 through June 30, 2020
 (Report Amounts in Whole Dollars)

Pursuant to Health and Safety Code section 34177 (l), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation.

A	B	C	D	E	F	G	H
		Fund Sources					Comments
		Bond Proceeds	Reserve Balance	Other Funds	RPTTF		
ROPS 19-20 Cash Balances (07/01/19 - 06/30/20)		Bonds issued on or before 12/31/10	Bonds issued on or after 01/01/11	Prior ROPS RPTTF and Reserve Balances retained for future period(s)	Rent, grants, interest, etc.	Non-Admin and Admin	
1	Beginning Available Cash Balance (Actual 07/01/19) RPTTF amount should exclude "A" period distribution amount.	8,222			519	16,221	Prior ROPS excess ash: \$621 from 15-16A; \$1050 from 16-17B; \$7,500 from 17-18A; \$3,000 from 17-18A; \$3,000 from 18-19A
2	Revenue/Income (Actual 06/30/20) RPTTF amount should tie to the ROPS 19-20 total distribution from the County Auditor-Controller					1,326,470	AB1484 requires 20% (\$265,204) of loan repayment (\$1,326,021) to be transferred to Low and Moderate Income Housing Asset Fund per HSC 34191.4(s)(2)(c).
3	Expenditures for ROPS 19-20 Enforceable Obligations (Actual 06/30/20)					1,327,521	Successor Agency's FY 19/20 total expenditures and loan repayments
4	Retention of Available Cash Balance (Actual 06/30/20) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)						
5	ROPS 19-20 RPTTF Prior Period Adjustment RPTTF amount should tie to the Agency's ROPS 19-20 PPA form submitted to the CAC		No entry required				
6	Ending Actual Available Cash Balance (06/30/20) C to F = (1 + 2 - 3 - 4), G = (1 + 2 - 3 - 4 - 5)	\$8,222	\$-	\$-	\$519	\$15,170	Prior ROPS excess ash: \$621 from 15-16A; \$1050 from 16-17B; \$7,500 from 17-18A;

Pursuant to Health and Safety Code section 34177 (l), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation.

A	B	C	D	E	F	G	H
	ROPS 19-20 Cash Balances (07/01/19 - 06/30/20)	Fund Sources					Comments
		Bond Proceeds	Reserve Balance	Other Funds	RPTTF		
		Bonds issued on or before 12/31/10	Bonds issued on or after 01/01/11	Prior ROPS RPTTF and Reserve Balances retained for future period(s)	Rent, grants, interest, etc.		
							\$3,000 from 17-18A; \$3,000 from 18-19A

Costa Mesa Recognized Obligation Payment Schedule (ROPS 22-23) - Notes July 1, 2022 through June 30, 2023	
Item #	Notes/Comments
6	

**Gavin Newsom ■ Governor**915 L Street ■ Sacramento CA ■ 95814-3706 ■ www.dof.ca.gov

Transmitted via e-mail

March 11, 2022

Jennifer King, Assistant Finance Director
City of Costa Mesa
77 Fair Drive
Costa Mesa, CA 92626

2022-23 Annual Recognized Obligation Payment Schedule

Pursuant to Health and Safety Code (HSC) section 34177 (o) (1), the City of Costa Mesa Successor Agency (Agency) submitted an annual Recognized Obligation Payment Schedule for the period July 1, 2022 through June 30, 2023 (ROPS 22-23) to the California Department of Finance (Finance) on January 31, 2022. Finance has completed its review of the ROPS 22-23.

Based on a sample of line items reviewed and application of the law, Finance approves all of the items listed on the ROPS 22-23 at this time.

Pursuant to HSC section 34186, successor agencies are required to report differences between actual payments and past estimated obligations (prior period adjustments) for the July 1, 2019 through June 30, 2020 (ROPS 19-20) period. The ROPS 19-20 prior period adjustment (PPA) will offset the ROPS 22-23 Redevelopment Property Tax Trust Fund (RPTTF) distribution. The County Auditor-Controller's review of the prior period adjustment form submitted by the Agency resulted in no prior period adjustment.

The Agency's maximum approved RPTTF distribution for the reporting period is \$1,749,586, as summarized in the Approved RPTTF Distribution table (see Attachment).

RPTTF distributions occur biannually, one distribution for the July 1, 2022 through December 31, 2022 period (ROPS A period), and one distribution for the January 1, 2023 through June 30, 2023 period (ROPS B period), based on Finance's approved amounts. Since this determination is for the entire ROPS 22-23 period, the Agency is authorized to receive up to the maximum approved RPTTF through the combined ROPS A and B period distributions.

This is our final determination regarding the obligations listed on the ROPS 22-23. This determination only applies to items when funding was requested for the 12-month period. If a determination by Finance in a previous ROPS is currently the subject of litigation, the item will continue to reflect the determination until the matter is resolved.

Jennifer King
March 11, 2022
Page 2

The ROPS 22-23 form submitted by the Agency and this determination letter will be posted on our website:

<http://dof.ca.gov/Programs/Redevelopment/ROPS/>

This determination is effective for the ROPS 22-23 period only and should not be conclusively relied upon for future ROPS periods. All items listed on a future ROPS are subject to Finance's review and may be adjusted even if not adjusted on this ROPS or a preceding ROPS. The only exception is for items that have received a Final and Conclusive determination from Finance pursuant to HSC section 34177.5 (i). Finance's review of Final and Conclusive items is limited to confirming the scheduled payments as required by the obligation.

The amount available from the RPTTF is the same as the amount of property tax increment available prior to the enactment of the redevelopment dissolution law. Therefore, as a practical matter, the ability to fund the items on the ROPS with property tax increment is limited to the amount of funding available to the Agency in the RPTTF.

Please direct inquiries to Todd Vermillion, Supervisor, or Garrett Fujitani, Staff, at (916) 322-2985.

Sincerely,



 JENNIFER WHITAKER
Program Budget Manager

cc: Carol Molina, Finance Director, City of Costa Mesa
Christopher Ranftl, Administrative Manager I, Property Tax Unit, Orange County

Jennifer King
 March 11, 2022
 Page 3

Attachment

Approved RPTTF Distribution July 2022 through June 2023			
	ROPS A	ROPS B	Total
RPTTF Requested	\$ 1,749,586	\$ 0	\$ 1,749,586
Administrative RPTTF Requested	0	0	0
Total RPTTF Requested	1,749,586	0	1,749,586
RPTTF Authorized	1,749,586	0	1,749,586
Administrative RPTTF Authorized	0	0	0
Total RPTTF Approved for Distribution	\$ 1,749,586	\$ 0	\$ 1,749,586



Appendix



Costa Mesa Housing Authority

Governmental Funds

Governmental funds are used to account for most, if not all, of a government's tax-supported activities. The general fund, special revenues funds, debt service funds, and capital projects funds are considered governmental funds.

General Fund – 101

The General Fund is the general operating fund of the City. All general tax revenues and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this fund. The Sales and Use Tax revenue from Proposition 172 are reflected in the General Fund summaries.

Special Revenue Funds

Special Revenue Funds are used to account for proceeds of specific sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes.

Culture arts Master Plan Fund – 130:

Established to account for receipt and disbursement directly related to efforts in coordinating, managing and funding associated with Measure Q, one half of one percent of the proceeds of the seven percent tax set forth in sub-sections (c) and (d) shall be directed toward the implementation of the Culture and Arts Master Plan.

First Time Homebuyer Program Fund – 140:

Established to account for receipt and disbursement directly related to efforts in coordinating, managing and funding associated with Measure Q, one half of one percent of the proceeds of the 7% tax set forth shall be directed toward the implementation of a first time homebuyer program for current residents of the City, former residents who were raised in the City and/or who graduated from the Newport Mesa Unified School District.

Disaster Relief Fund – 150:

Established to account for appropriations directly related to efforts in coordinating, managing and funding eligible response and recovery efforts associated with domestic major disasters and emergencies. This fund was triggered in February 2020, when the City first experienced COVID related events. When the COVID emergency declaration was enacted, this fund was expanded to track COVID related and OC protests expenditures by department.

Gas Tax Fund – 201:

Established to account for the receipt and disbursement of funds used for construction and maintenance of the road network system of the City. Financing is provided by the City's share of State gasoline taxes.

Air Quality Improvement Fund (Aqmd) – 203:

Established to account for the City's share of funds received under Health & Safety Code Section 44223 (AB 2766) to finance air pollution reduction programs consistent with the California Clean Air Act of 1988.

American Rescue Plan (Arp) – 205:

The American Rescue Plan is the first piece of legislation that allows for Federal funding to backfill the loss of revenues and reinstate reductions taken due to the pandemic. The ARP allotted \$26.5 million to the City of Costa Mesa, half expected to be disbursed in May 2021 and the other half twelve months later.

Home Program Fund – 205:

Established to account for the receipt and disbursement of funds received under the Federal Home Investment Partnership Program of the Department of Housing and Urban Development (HUD). These revenues must be expended for acquisition, rehabilitation, and new construction of rental housing.

Community Development Block Grant Fund (Cdbg) – 207:

This fund accounts for revenues received from the Department of Housing and Urban Development. These revenues must be expended to accomplish one of the following objectives: elimination of slum or blight, benefit low and moderate income persons, or to meet certain urgent community development needs.

Supplemental Law Enforcement Services Fund (Slesf) – 213:

Established To Account For The Receipt And Disbursement Of Funds Received Under The State Citizen's Option For Public Safety (Cops) Program Allocated Pursuant To Government Code Section 30061 Enacted By Ab 3229, Chapter 134 Of The 1996 Statutes. These Cops/Slesf Funds Are Allocated Based On Population And Can Only Be Spent For "Front Line Municipal Police Services" As Per Government Code Section 30061(C)(2).

Rental Rehabilitation Program Fund – 216:

Established To Account For Revenues Received From The Department Of Housing And Urban Development Under Section 17 Of The U.S. Housing Act Of 1937. These Revenues Must Be Expended To Provide Assistance To Rehabilitate Primarily Privately-Owned Residential Rental Property.

Narcotics Forfeiture Fund – 217:

Established To Account For Receipt And Disbursement Of Narcotic Forfeitures Received From The County, State And Federal Pursuant To Section 11470 Of State Health And Safety Code And Federal Statute 21usc Section 881.

Office Of Traffic Safety Fund – 220:

Established To Account For The Receipt And Disbursement Of State Monies Received From The Office Of Traffic Safety. Funds Are Restricted For Projects Utilized To Enhance Traffic Safety And Reduce Drunk Driving In The City.

Federal Grants Fund – 230:

Established To Account For The Receipt And Disbursement Of Federal Monies Granted And Received To Carry Out A Public Purpose Of Support Or Stimulation Authorized By Federal Law. Funds Are Restricted For Federally-Funded Projects Utilized Within The City. All Projects Are To Abide To The Uniform Guidance Set By The Office Of Management And Budget.

State Grants Fund – 231:

Established To Account For The Receipt And Disbursement Of State Monies Granted And Received. Funds Are Restricted For Projects Funded By The State Of California And Are To Abide All State Requisites.

Rmra Gas Tax Fund – 251:

Established To Account For The Receipt And Disbursement Of State Monies Received From The Road Maintenance And Rehabilitation Account. Funds Are Restricted For Projects Utilized To Address Deferred Maintenance On The Local Street And Road System.

Debt Service Funds

Debt Service Funds Are Used To Account For Accumulation Of Resources For, And The Payment Of, General Long-Term Debt Including Principal And Interest.

Financing Authority Debt Service Fund – 380:

To Accumulate Monies For The Payment Of The 2017 Lease Revenue Bonds. The 2017 Lease Revenue Bonds Refunded The Public Financing Authority 2007 Certificates Of Participation And Provided Partial Funding For The Lion's Park Project.

Public Financing Authority Debt Service Fund – 390:

To Accumulate Monies For Payment Of The 2006 Revenue Refunding Bonds. The 2006 Revenue Refunding Bonds Refunded The 1991 Local Agency Revenues Bonds That Provided Monies For The Purchase Of The Costa Mesa Community Facilities 1991 Special Tax Bonds.

Capital Projects Funds

Capital Projects Funds Are Used To Account For Financial Resources To Be Used For The Acquisition Or Construction Of Major Capital Facilities (Other Than Those Financed By Proprietary Funds And Trust Funds).

Park Development Fees Fund – 208:

Established To Account For The Development Of New Park Site And Playground Facilities. Financing Is Provided By Fees Charged To Residential And Commercial Developers.

Drainage Fees Fund – 209:

Established To Account For The Construction And Maintenance Of The City's Drainage System. Financing Is Provided By Fees Charged To Residential And Commercial Developers.

Traffic Impact Fees Fund – 214:

Established To Account For The Receipt And Disbursement Of Funds For Off-Site Transportation Improvements Citywide. Financing Is Provided By Fees Charged To Residential And Commercial Developers.

Capital Outlay Fund – 401:

Established To Account For Capital Expenditures Financed By The City's General Fund And Any Grant Not Accounted For In A Special Revenue Fund. This Includes 1) *Capital Projects*: With A Value Greater Than \$5,000 Including, Publicly Owned Or Operated Streets, Highways, Bridges, Sidewalks, Curbs, Gutters, Alleys, Storm Drains, Storm Water Pump Stations, Trees, Landscaping, Medians, Parks, Playgrounds, Traffic Signals, Streetlights, Fences, And Walls; And 2) *Capital Facilities*: City Owned Or Operated Buildings Including, City Hall, Civic Center, Police Department, Old Corp Yard, New Corp Yard, Fire Stations, Libraries, And Community Centers.

The City Approved 5.0% Of General Fund Revenues To Be Transferred To Fund Capital Assets, As Required By The Capital Asset Needs (Can) Ordinance. On May 19, 2020, Council Approved To Waive The Can Ordinance Required Contribution Amount To Capital Projects. The Reduction Was A Necessary Measure To Assist In Closing The Fy 2020-21 Fiscal Impact Resulting From Covid-19. The Fy 2021-22 Adopted Budget Assumes Full Funding Of The Can.

Vehicle Parking Districts Fund – 409/410:

Established Under The Vehicle Parking District Law Of 1943 To Provide Vehicle Facilities In The Downtown Area. Financing Is Provided Through Specific Property Tax Levies.

Golf Course Improvement Fund – 413:

Established To Account For The Costa Mesa Country Club Capital Expenditures. The City Receives Two And One-Half Percent Of The Monthly Gross Receipts Of Green And Tournament Fees To Finance Capital Improvements.

Measure "M2" Regional Fund – 415:

Established To Account For Expenditure Of Measure M2 Funds Allocated Based On "Competitive" Basis In Accordance With The November 2006 Voter-Approved One-Half Percent Sales Tax For Local Transportation.

Measure "M2" Fairshare Fund – 416:

Established To Account For Expenditure Of Measure M2 Funds Allocated Based On "Fairshare" Basis In Accordance With The November 2006 Voter-Approved One-Half Percent Sales Tax For Local Transportation Improvements.

Jack Hammett Sc Capital Improvement Fund – 417:

Established To Account For Receipt And Disbursement Of Funds Related To On-Going Maintenance Of Jack Hammett Sports Complex. Funding Is Provided By The Facility's Rental Income.

Lions Park Project 2017 Bond Fund – 418:

Established To Account For The Receipt And Disbursement Of Bond Funds For Construction Of A New Library And Renovation Of The Existing Library Into The Neighborhood Community Center. Project Funding Is Partially Provided By Bond Proceeds With The Remaining Balance Provided By The Capital Improvements Fund, Park Development Fees Fund, And Gas Tax Fund.

Proprietary Funds

Internal Service Funds

Internal Service Funds are used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis.

Equipment Replacement Fund – 601:

Established to account for all fleet equipment used by City departments.

Self-Insurance Fund – 602:

Established to account for the receipt and disbursement of funds used to pay workers' compensation, general liability, and unemployment claims filed against the City.

Information Technology Replacement Fund – 603:

Established to provide funds for future replacement and upgrade to the City's computer equipment, systems and supporting infrastructure. On March 18, 2020, the City Council adopted Ordinance No. 2020-06 amending Chapter V (Finance) of Title 2 (Administration) of the Costa Mesa Municipal Code to revise Article 8 (capital asset needs) and add Article 9 (information technology needs) reallocating 1.5% of General Fund revenues from capital improvements to information technology improvements. In March 2020, City Council adopted a five year Information Technology Strategic Plan that is technologically strategic, operationally responsive, and fiscally responsible.

Glossary of Budget Terms

ACCRUAL BASIS OF ACCOUNTING: Revenues are recognized when both measurable and available; expenditures are recorded when services have been substantially performed or goods have been received and the liabilities incurred.

ADOPTED BUDGET: The official budget as approved by the City Council at the start of each fiscal year.

AD VALOREM TAX: (which means according to its value) A state or local government tax based on the value of real property as determined by the county tax assessor.

AGENCY FUND: Used to account for assets held by the City in a fiduciary capacity for individuals, government entities, and others. Such funds are operated by carrying out the specifications of trust indentures, statutes, ordinances, or other governing regulations.

AMENDED BUDGET: The adopted budget as amended by the City Council through the course of a fiscal year.

APPROPRIATIONS: A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and to the time when it may be expended.

ARBITRAGE: The interest rate differential that exists when proceeds from a municipal bond which is tax-free and carries a lower yield are invested in taxable securities with a yield that is higher. The 1986 Tax Reform Act made this practice by municipalities illegal solely as a borrowing tactic, except under certain safe-harbor conditions.

ASSESSED VALUATION: A municipality's property tax base stated in dollars based on real estate and/or other taxable business property for the purposes of taxation.

AUTHORITY OR AGENCY: A state or local unit of government created to perform a single activity or a limited group of functions and authorized by the state legislature to issue bonded debt.

AUTHORIZING ORDINANCE: A law that, when enacted, allows the unit of government to sell a specific bond issue or finance a specific project.

BOND: A security whereby an issuer borrows money from an investor and agrees and promises, by written contract, to pay a fixed principal sum on a specified date (maturity date) and at a specified rate of interest.

BOND PREMIUM: The amount at which a bond or note is bought or sold above its par value or face value without including accrued interest.

BUDGET: A plan of financial operation comprised of estimated expenditures for a given period (usually a single fiscal year) and the proposed means of financing the expenditures (through revenues).

BUDGET MESSAGE: A written discussion of the budget presented by the City Manager to the City Council.

CAPITAL BUDGET: A budget which focuses on capital projects to implement the Capital Improvement Program.

CAPITAL IMPROVEMENT PROGRAM: A plan for capital improvements to be implemented each year over a number of years to meet capital needs arising from the assessment of long-term needs. It sets forth the estimated cost for each project and specifies the resources required to finance the projected expenditures.

CAPITAL IMPROVEMENT PROJECT: The budget unit to group activities and costs necessary to implement a specific capital improvement and/or acquisition. A project can include the construction, acquisition, expansion, replacement, or rehabilitation of a physical facility or improvement. Projects often include planning and design, land acquisition, and project management costs related to such facilities and improvements.

CAPITAL PROJECTS FUNDS: Used to account for financial resources for the acquisition or construction of major capital facilities other than those financed by proprietary and trust funds.

CERTIFICATES OF PARTICIPATION (COPs): A form of lease revenue bond that permits the investor to participate in a stream of lease payments, installment payments or loan payments relating to the acquisition or construction of specific equipment, land, or facilities. COPs have become a popular financing device in California since the passage of Proposition 13. COPs are not viewed legally as debt because payment is tied to an annual appropriation by the government body. As a result, COPs are seen by investors as providing weaker security and often carry ratings that are a notch or two below an agency's general obligation rating.

COMMUNITY FACILITIES DISTRICT 91-1: Established to account for a special tax received under the Mello-Roos Community Facilities Act of 1982. Bonds were issued to provide for improvements within the district and the special tax revenue is restricted for payment of principal and interest to the bondholder.

CONTRACTED SERVICES: Services rendered in support of City operations and activities by external parties. These may be based upon either formal contracts or ad hoc charges.

COUPON RATE: The specified annual interest rate payable to the bond or note holder as printed on the bond. This term is still used even though there are no coupon bonds anymore.

DEBT LIMIT: The maximum statutory or constitutional amount of debt that the general obligation bond issuer can either issue or have outstanding at any time.

DEBT SERVICE FUNDS: Account for the accumulation of resources set aside to meet current and future debt service requirements (payments) on general long-term debt.

DELINQUENT TAXES: Property Taxes that have been levied but remain unpaid on and after the due date. In California, the due dates are December 10 and April 10. Special taxes and assessments are often due on these dates as well.

DEPARTMENT: A major organizational group of the City with overall management responsibility for an operation or a group of related operations within a functional area.

DISCOUNT: The amount by which market value of a bond is less than par value or face value.

DIVISION: An organizational subgroup of a department.

ENCUMBRANCE: The commitment of appropriated funds to purchase goods, which have not yet been received, or services that has yet to be rendered.

EXPENDITURES: Decreases in net position. An Expense represents the consumption of a cost during a period regardless of the timing or related payment.

EXPENSES: Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

FEASIBILITY STUDY: A financial study provided by the issuer of a revenue bond that estimates service needs, construction schedules, and most importantly, future project revenues and expenses used to determine the financial feasibility and creditworthiness of the project to be financed.

FISCAL AGENT: Also known as the Paying Agent, the bank, designated by the issuer, to pay interest and principal to the bondholder.

FISCAL YEAR: A 12-month period to which the annual operating budget applies and at the end of which an entity determines its financial position, the results of its operations, and adopts a budget for the coming year. The City of Costa Mesa's fiscal year is from July 1 to June 30.

FIXED ASSETS: Equipment costing \$5,000 or more per unit, including tax and shipping, with a useful life longer than one year, and not qualifying as a capital improvement project. Includes automotive equipment, office equipment, office furniture, acquisitions, landscaping improvements, etc.

FULL FAITH AND CREDIT: The pledge of the full faith and credit and taxing power without limitation as to rate or amount. A phrase used primarily in conjunction with General Obligation bonds to convey the pledge of utilizing all taxing powers and resources, if necessary, to pay the bond holders.

FULL-TIME EQUIVALENT (FTE): The conversion of part-time employee hours to an equivalent of a full-time position. For example: one person working 20 hours a week for a year would be 0.5 FTE.

FUND: An independent fiscal and accounting entity with a self-balancing set of accounts, recording resources, related liabilities, obligations, reserves and equities segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

FUND BALANCE: The equity (assets minus liabilities) of governmental fund and fiduciary fund types.

GENERAL OBLIGATION (GO) BOND: A bond secured by a pledge of the issuers taxing powers (limited or unlimited). More commonly the general obligation bonds of local governments are paid from ad valorem property taxes and other general revenues. Considered the most secure of all municipal debt. Limited in California by Proposition 13 to debt authorized by a two-thirds vote in the case of local governments or a simple majority for State issuance.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP): Uniform minimum standards of and guidelines for financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompasses the conventions, rules, and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

GOVERNMENTAL FUNDS: Typically are used to account for tax-supported (governmental) activities. These include the General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Funds.

HOMEOWNERS' SUBVENTION: Owner-occupied properties are eligible for an annual exemption of \$7,000 of the assessed value of the property. This State exemption is reimbursed to the City through this subvention.

INTERFUND TRANSFERS: Defined as "flows of assets" (such as goods or services) without equivalent flows of assets in return and without requirement for repayment.

INTERGOVERNMENTAL REVENUE: Revenue collected by one government and distributed (usually through some predetermined formula) to another level of government(s).

INTERNAL SERVICE FUNDS: Account for the goods or services provided by one fund and/or department to another fund and/or department on a cost reimbursement basis.

INVESTMENT GRADE: A rating issued by the three major bond rating agencies, Moodys, Standard & Poors, and Fitch, rated BBB, Baa or better. Many fiduciaries, trustees, and some mutual fund managers can only invest in securities with an investment grade rating.

ISSUER: A state or local unit of government that borrows money through the sale of bonds and/or notes.

INVESTMENT GRADE: A rating issued by the three major bond rating agencies, Moodys, Standard & Poors, and Fitch, rated BBB, Baa or better. Many fiduciaries, trustees, and some mutual fund managers can only invest in securities with an investment grade rating.

ISSUER: A state or local unit of government that borrows money through the sale of bonds and/or notes.

JOINT POWERS AUTHORITY (JPA): The formation of two or more public entities with common powers to consolidate their forces and resources to acquire assets and/or provide services to the public. Their bonding authority and taxing ability is the same as their powers as separate units.

LETTER OF CREDIT: A form of supplement or, in some cases, direct security for a municipal bond under which a commercial bank or private corporation guarantees payment on the bond under certain specified conditions.

LIEN: A claim on revenues, assessments or taxes made for a specific issue of bonds.

MARKS-ROOS BOND: The State Legislature enacted the Marks-Roos (named after its legislative sponsors) Local Bond Pooling Act of 1985 to facilitate the financing of local government facilities by bond bank pools funded by bond proceeds. The pool, formed under a Joint Powers Authority, can buy any type of legally issued debt instrument within or without its geographic area. The idea was to save money through economies of scale by selling one large bond issue to finance several small projects.

MELLO-ROOS BOND: The Mello-Roos (named for its legislative sponsors) Community Facilities District Act of 1982 established another method where by almost every municipal subdivision of the state may form a special, separate district to finance a long list of public facilities by the sale of bonds and finance certain public works on a pay-as-you-go basis. These Community Facilities Districts are formed and bond issues authorized by a two-thirds vote of the property owners in the district. Typically, the only voters in a district are one or more real estate developers who own or have an option on all of the land in the district. Bonds are sold to finance facilities that can include school, parks, libraries, public utilities and other forms of infrastructure. The Districts may provide public works that include police and fire protection, recreation programs, area maintenance, library services, flood and storm drainage. Bonded debt service and/or the public works are paid for by special taxes levied on the real property within the district. As the developer subdivides and sells off the land the new property owner assumes

the tax burden. (Tax delinquencies can lead to fines and penalties and ultimately foreclosure and sale. The ultimate security for Mello-Roos bonds is the value of the real property being taxed, consequently a provision in the law requires the appraised value of the land be three times the bonded debt.)

MODIFIED ACCRUAL BASIS: The accrual basis of accounting where revenues are recognized when they become both “measurable” and “available” to finance expenditures of the current period. All governmental funds are accounted for using the modified accrual basis of accounting.

NET BUDGET: The legally adopted budget less interfund transactions. Those amounts in the budget representing transfers and interfund reimbursements are subtracted from the legally adopted budget amount.

OBJECTIVE: A simply stated, readily measurable statement of aim or expected accomplishment within the fiscal year. A good statement of objective should specify a standard of performance for a given program or stated goal.

OBJECT CODE: The classification of expenditures in terms of what is bought and paid for grouped into categories.

OFFICIAL STATEMENT (OS): A document (prospectus) circulated for an issuer prior to a bond sale with salient facts regarding the proposed financing. There are two OS, the first known as the preliminary, or red herring so named because some of the type on its cover is printed in red and it is supposed to be available to the investor before the sale. The final OS must be sent to the purchaser before delivery of the bonds.

OFFICIAL STATEMENT (OS): A document (prospectus) circulated for an issuer prior to a bond sale with salient facts regarding the proposed financing. There are two OS, the first known as the preliminary, or red herring so named because some of the type on its cover is printed in red and it is supposed to be available to the investor before the sale. The final OS must be sent to the purchaser before delivery of the bonds.

OPERATING BUDGET: A budget which focuses on everyday operating activities and programs. Usually includes personnel, maintenance and operations and capital equipment.

OVERLAPPING DEBT: The proportionate share of the general obligation bonds of local governments located wholly or in part within the limits of the reporting unit of government, that must be borne by property owners within the unit.

PAR VALUE: The face value or principal amount of a bond, usually \$5,000, due to the holder at maturity. It has no relation to the market value.

PERSONNEL EXPENSES: Compensation paid to or on behalf of City employees for salaries and wages, overtime and benefits.

PREMIUM: The amount, if any, by which the price exceeds the principal amount (par value) of a bond. Its current yield will be less than its coupon rate.

PRINCIPAL: The face value of a bond, exclusive of interest.

PROFESSIONAL SERVICES: Includes the cost of outside professional and specialized services purchased by the City, such as consultants for special studies, outside attorneys, architectural and engineering, etc.

PROGRAM BUDGET: A budget organized by a grouping of related activities, projects and services which are similar in purpose. The expenditure focus of a program budget is related to the nature of work and services performed.

PROPERTY TAX: A tax levied on real estate and personal property. The basic rate in Orange County is 1% of assessed value, of which Costa Mesa receives approximately 15 cents for every dollar collected.

PROPERTY TRANSFER TAX: An assessment on real property transfers at the current rate of \$.55 per \$500 in market value, and is collected at the time of the transfer with the County receiving half the collected amount. Also known as the Documentary Transfer Tax.

PROPOSED BUDGET: The budget as formulated and proposed by the City Manager. It is submitted to the City Council for review and approval.

RATINGS: Various alphabetical and numerical designations used by institutional investors, underwriters, and commercial rating companies to indicate bond and note creditworthiness. Standard & Poors and Fitch Investors Service Inc. use the same system, starting with their highest rating of AAA, AA, A, BBB, BB, B, CCC, CC, C, and D for default. Moodys Investors Services uses Aaa, Aa, A, Baa, Ba, B, Caa, Ca, C, and D. Each of the services use + or +1 to indicate half steps in between. The top four grades are considered Investment Grade Ratings.

REFUNDING BOND: The issuance of a new bond for the purpose of retiring an already outstanding bond issue.

RETAINED EARNINGS: An equity account reflecting the accumulated earnings of Proprietary Fund types. For budgeting purposes, the working capital definition of fund balance is used.

REVENUE: Moneys that the City receives as income such as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

REVENUE BOND: A municipal bond whose debt service is payable solely from the revenues received from operating the facilities acquired or constructed with the proceeds of the bonds.

SELF-INSURANCE: The retention of liabilities, arising out of the ownership of property or from some other cause, instead of transferring that risk to an independent third party through the purchase of an insurance policy. The City currently provides self-insurance for workers' compensation, general liability and unemployment, and purchases outside insurance for excess coverage in these areas.

SPECIAL REVENUE FUNDS: Account for the revenue derived from specific taxes or other earmarked revenue sources (other than expendable trusts or for major capital projects) that are restricted by law or administrative action to expenditures for specified purposes.

SUPPLEMENTAL ROLL PROPERTY TAXES: Assessed on property that changes ownership during the year and is based on the difference between the new and old assessed values.

TAX BASE: The total resource of the community that is legally available for taxation.

TAXES: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, user charges.

TRUSTEE: A bank designated as the custodian of funds and official representative of bondholders. Appointed to ensure compliance with trust indenture.

UNDERWRITER: A financial institution (investment or commercial bank), which purchases a new issue of municipal securities for resale; may acquire the bonds either by negotiated sale or based on competitive bidding.

USER CHARGES: Payments made by users or customers of publicly provided services that benefit specific individuals. These services exhibit "public good" characteristics. Examples of user charges are fees paid for recreational activities, building fees, police fees, etc.

Acronyms

A/V: Audio/Video

AB: Assembly Bill

ABLE: AirBorne Law Enforcement

AC: Air Conditioning

ACT: Activity Club for Teens

ACFR: Annual Comprehensive Financial Report

ADA: Americans with Disabilities Act

ADT: Average Daily Traffic

AHRP: Arterial Highway Rehabilitation Program

ALS: Advanced Life Support

APA: American Planning Association

AQMD: Air Quality Management District

AVL: Automatic Vehicle Location

AYSO: American Youth Soccer Organization

BAN: Bank Anticipation Note

BCC: Balearic Community Center

BIA: Business Improvement Area

BLS: Basic Life Support

BMP: Best Management Practices

CAD: Computer Automated Dispatch

CAL OSHA: California Occupational Safety and Health Administration

CalPERS: California Public Employees Retirement System

CalTrans: California Department of Transportation

CCTV: Closed-circuit Television

CD: Community Design

CDBG: Community Development Block Grant

CEO: Chief Executive Officer

CEQA: California Environmental Quality Act

CERT: Community Emergency Response Team

CIP: Capital Improvement Program

CIR: Circulation Impact Report

CMP: Congestion Management Program

CMRA: Costa Mesa Redevelopment Agency

CMSD: Costa Mesa Sanitary District

CMTV: Costa Mesa's Municipal Access Channel

CNG: Compressed Natural Gas

CO: Carbon Monoxide

COP: Certificates of Participation

COPPS: Community-Oriented Policing and Problem Solving

COPS: Citizen's Option for Public Safety

CPI: Consumer Price Index

CPR: Cardiopulmonary Resuscitation

CSI: Crime Scene Investigation

CSMFO: California Society of Municipal Finance Officers

CSS: Community Services Specialist

CUP: Conditional Use Permit

DARE: Drug Awareness Resistance Education

DLT: Digital Linear Tape

DOJ: Department of Justice

DRC: Downtown Recreation Center

DUI: Driving under the Influence

EAP: Employee Assistance Program

EDD: Employment Development Department

EIR: Environmental Impact Report

EMS: Emergency Medical Service

EOC: Emergency Operations Center

ERAF: Educational Revenue Augmentation Fund

ERF: Equipment Replacement Fund

FEMA: Federal Emergency Management Agency

FHWA: Federal Highway Administration

FTE: Full-Time Equivalent

FY: Fiscal Year

GAAP: Generally Accepted Accounting Practices

GASB: Governmental Accounting Standards Board

GFOA: Government Finance Officers' Association

GIS: Geographic Information System

GMA: Growth Management Area

GO: General Obligation

HCD: Housing and Community Development
HEPA: High-Efficiency Particulate Air (Filter)

HUD: Housing and Urban Development

HUTA: Highway Users Tax Account

HVAC: Heating, Ventilation, Air Conditioning

- I-405:** Interstate 405, also known as the San Diego Freeway_
- ICE:** Immigration & Customs Enforcement
- ICU:** Intersection Capacity Utilization
- IIP:** Intersection Improvement Project
- IIPP:** Injury and Illness Prevention Program
- IPEMA:** International Playground Equipment Association
- IT:** Information Technology
- JIC:** Joint Information Center
- JPA:** Joint Powers Authority
- JUA:** Joint Use Agreement
- LIDAR:** Light Detection and Ranging
- LLEBG:** Local Law Enforcement Block Grant
- LOS:** Level of Service
- LRMS:** Law Records Management System
- LTD:** Long-term Disability
- LTO:** Linear Tape Open
- M&O:** Maintenance & Operation
- MADD:** Mothers Against Drinking and Driving
- MDC:** Mobile Data Computer
- MIC:** Mobile Intensive Care
- MIS:** Management Information Services
- MOU:** Memorandum of Understanding
- MPAH:** Master Plan of Arterial Highways
- NACSLB:** National Advisory Council on State and Local Budgeting
- NCC:** Neighborhood Community Center
- NEC:** National Electric Code
- NFN:** Neighbors for Neighbors
- NIMS:** National Incident Management System
- NMUSD:** Newport-Mesa Unified School District
- NPDES:** National Pollutant Discharge Elimination System
- NPI:** National Purchasing Institute
- OCFCD:** Orange County Flood Control District
- OCFEC:** Orange County Fair & Exposition Center
- OCTA:** Orange County Transportation Authority, OC Treasurer's Association
- OPEB:** Other Post Employment Benefits
- OS:** Official Statement
- OTS:** Office of Traffic Safety
- PC:** Personal Computer, Penal Code
- PD:** Police Department
- PDAOC:** Planning Director's Association of Orange County
- PEG:** Public, Education & Government
- PERS:** Public Employees Retirement System
- POST:** Peace Officer Standard Training
- PPE:** Personal Protective Equipment
- PUC:** Public Utility Commission
- RAID:** Reduce/Remove Aggressive & Impaired Drivers
- RAN:** Revenue Anticipation Note
- RMRA:** Road Maintenance and Rehabilitation Account
- RMS:** Records Management System
- ROCKS:** Recreation on Campus for Kids
- ROR:** Rate of Return
- ROW:** Right-of-Way
- RRIP:** Residential Remodel Incentive Program
- SAAV:** Service Authority for Abandoned Vehicles
- SB:** Senate Bill
- SBOE:** State Board of Equalization
- SCBA:** Self-Contained Breathing Apparatus
- SEC:** Security and Exchange Commission
- SED:** Special Enforcement Detail
- SEMS:** Standardized Emergency Management Systems
- SIP:** Signal Improvement Program
- SLESEF:** Supplemental Law Enforcement Services Fund
- SMP:** Senior Mobility Program
- SOBECA:** South Bristol Entertainment and Cultural Arts
- SR-55:** State Route 55, also known as the Costa Mesa Freeway
- SR-73:** State Route 73, also known as the Corona del Mar Freeway
- SRO:** School Resource Officer
- SUV:** Sports Utility Vehicle
- SWAT:** Special Weapons and Tactics (Team)
- TAN:** Tax Anticipation Note
- TARGET:** Tri-Agency Gang Enforcement Team
- TEA:** Transportation Enhancement Activities_

TMC: Turning Movement Count

TOT: Transient Occupancy Tax

TPA: Third Party Administrator

TRAN: Tax and Revenue Anticipation Note

UASI: Urban Area Security Initiative

UBC: Uniform Building Code

UCM: Utility Cost Management

UMC: Uniform Mechanical Code

UPC: Uniform Plumbing Code

UPS: Uninterrupted Power System

UST: Underground Storage Tank

VLF: Vehicle License Fee

WMD: Weapons of Mass Destruction

WROC: Westside Revitalization Oversight Committee

Computation of Legal Debt Margin Fiscal Year Ended June 30, 2021

ASSESSED VALUE		<u>\$ 22,119,624,749</u>
	General Gvmt	
DEBT LIMIT: 3.75 Percent Of Assessed Value		\$ 829,485,928
Amount Of Debt Applicable To Debt Limit:		
Total Bonded Debt	<u>\$ -</u>	
LESS: Assets In Debt Service Fund (Net)	<u>\$ -</u>	
TOTAL AMOUNT OF DEBT APPLICABLE TO DEBT LIMIT		\$ -
LEGAL DEBT MARGIN		<u>\$ 829,485,928</u>

Assessed Value Last 10 Fiscal Years

Fiscal Year	Assessed Value	Increase (Decrease)	Percent Increase (Decrease)
2011-12	14,117,917,712	\$ 1,454,380	0.01%
2012-13	14,377,053,503	259,135,791	1.84%
2013-14	14,926,307,046	549,253,543	3.82%
2014-15	15,711,723,908	785,416,862	5.26%
2015-16	16,532,734,533	821,010,625	5.23%
2016-17	17,470,054,913	937,320,380	5.67%
2017-18	18,504,516,800	1,034,461,887	5.92%
2018-19	19,900,173,601	1,395,656,801	7.54%
2019-20	21,112,546,355	1,212,372,754	6.09%
2020-21	22,119,624,749	1,007,078,394	4.77%

Sources: HDL Coren & Cone County Orange Assessor 2009/2010-2018/2019 Combined Tax Rolls

Ratio of Net General Bonded Debt to Assessed Value and Bonded Debt Per Capita Last Ten Fiscal Years

Fiscal Year	Population ⁽¹⁾	Assessed Value (2)	Gross Bonded Debt ⁽³⁾
2011-12	110,757	\$ 14,117,917,712	\$ 3,615,000
2012-13	111,358	14,377,053,503	-
2013-14	111,846	14,926,307,046	-
2014-15	112,343	15,711,723,908	-
2015-16	112,377	16,532,734,533	-
2016-17	113,000	17,470,054,913	-
2017-18	115,296	18,504,516,800	-
2018-19	115,830	19,900,173,601	-
2019-20	114,778	21,112,546,355	-
2020-21	112,780	22,119,624,749	-

Fiscal Year	Less Debt Service Fund ⁽⁴⁾	Net Bonded Debt	Ratio of Net Bonded Debt to Assessed Value	Net Bonded Debt Per Capita
2011-12	\$ 704,300	\$ 2,910,700	0.00021	\$ 26.28
2012-13	-	-	0.00000	-
2013-14	-	-	0.00000	0.00
2014-15	-	-	0.00000	0.00
2015-16	-	-	0.00000	0.00
2016-17	-	-	0.00000	0.00
2017-18	-	-	0.00000	0.00
2018-19	-	-	0.00000	0.00
2019-20	-	-	0.00000	0.00
2020-21	-	-	0.00000	0.00

(1) Costa Mesa Community Economic Profile

(2) Assessed Valuation - Source: HdL Coren & Cone, Orange County Assessor Combined Tax Rolls

(3) As of February 1, 2012, the Successor Agency to the former Costa Mesa Redevelopment Agency is responsible for the outstanding Redevelopment debt.

(4) Amount available for repayment of General Obligation Bonds

Ratio of Annual Debt Services Expenditures for General Obligation Bonded Debt to Total General Governmental Expenditures Last Ten Fiscal Years

Fiscal Year	Principal	Interest	Total General Obligation Bonded Debt Services	Total General Governmental Expenditures	Ratio Debt Service to General Gvmt Expenditures
2011-12	\$ -	\$ -	\$ -	108,877,893	0.00%
2012-13	-	-	-	111,012,567	0.00%
2013-14	-	-	-	120,992,396	0.00%
2014-15	-	-	-	120,230,851	0.00%
2015-16	-	-	-	121,143,469	0.00%
2016-17	-	-	-	127,498,015	0.00%
2017-18	-	-	-	160,199,576	0.00%
2018-19	-	-	-	174,770,538	0.00%
2019-20	-	-	-	151,597,524	0.00%
2020-21	-	-	-	164,536,884	0.00%

* Includes General, Special Revenue, and Debt Service Funds.

Current Debt Obligations

2017 lease Revenue Bonds

On October 4, 2017, the Costa Mesa Financing Authority issued a \$29,735,000 Lease Revenue Bond to fund (i) certain capital improvements in the City, (ii) refund all of the outstanding City of Costa Mesa 2007 Certificates of Participation (Police Facility Expansion Project), and (iii) pay the costs of issuing the Series 2017 Bonds. The debt service payments are funded by General Fund revenues.

Schedule of Debt Service Requirements to Maturity

The annual requirements to amortize bonds payable by the City as of June 30, 2022, are as follows (excluding loans payable and advances from other funds for which minimum annual payments have not been established):

Year Ending June 30	Public Financing Authority 2006 Refunding Revenue	Financing Authority 2017 Lease Revenue Bonds	Totals
2023	-	2,803,300	2,803,300
2024	-	2,799,550	2,799,550
2025	-	2,796,175	2,796,175
2026	-	2,792,925	2,792,925
2027	-	2,789,550	2,789,550
2028	-	1,069,800	1,069,800
2029	-	1,070,550	1,070,550
2030	-	1,069,800	1,069,800
2031	-	1,072,425	1,072,425
2032	-	1,068,425	1,068,425
2033	-	1,067,800	1,067,800
2034	-	1,065,425	1,065,425
2035	-	1,066,175	1,066,175
2036	-	1,073,375	1,073,375
2037	-	1,072,106	1,072,106
2038	-	1,074,450	1,074,450
2039	-	1,070,356	1,070,356
2040	-	1,069,806	1,069,806
2041	-	1,068,281	1,068,281
2042	-	1,070,700	1,070,700
2043	-	1,067,063	1,067,063
Total principal and interest	-	31,098,038	31,098,038
Less interest payments	0	(7,988,038)	(9,055,943)
Outstanding principal	\$ -	\$ 23,110,000	\$ 22,042,095



Costa Mesa
City of the Arts

