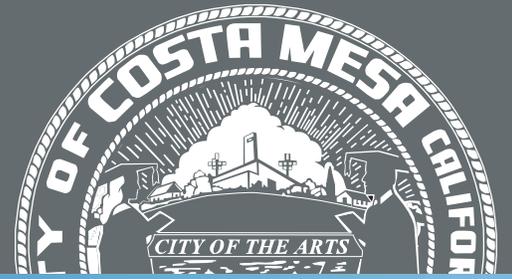
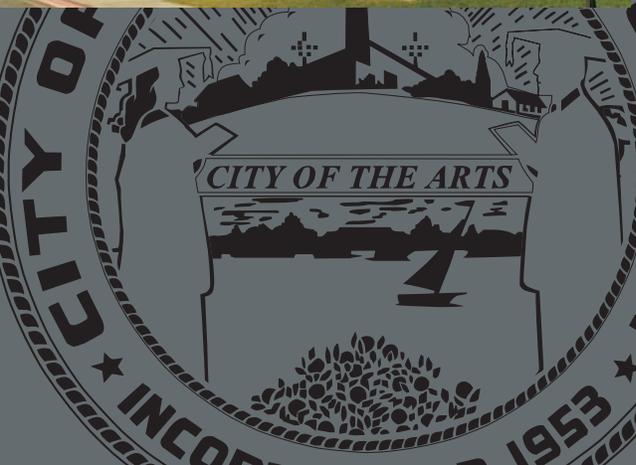


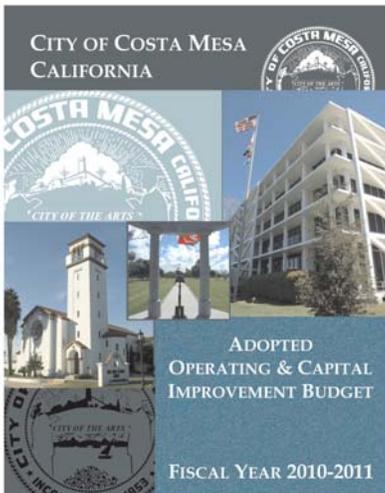
CITY OF COSTA MESA CALIFORNIA



ADOPTED OPERATING & CAPITAL IMPROVEMENT BUDGET



FISCAL YEAR 2010-2011



Front Cover Photographs

Top right: Northwest corner of City Hall with Coast Redwood Tree in the foreground

Center: The Veterans Memorial at Harbor Lawn Memorial Park, Costa Mesa

Bottom left: First Methodist Church, built in 1928, on 19th Street in Costa Mesa

CITY OF COSTA MESA, CALIFORNIA
ADOPTED OPERATING AND
CAPITAL IMPROVEMENT BUDGET
FISCAL YEAR 2010-2011

CITY COUNCIL

Allan R. Mansoor
Mayor

Wendy B. Leece
Mayor Pro Tem

Eric R. Bever
Council Member

Katrina A. Foley
Council Member

Gary C. Monahan
Council Member

Allan L. Roeder
City Manager

Prepared by the Finance Department

Bobby R. Young
Budget & Research Officer



City Council



Wendy B. Leece
Mayor Pro Tem



Eric R. Bever
Council Member



Allan R. Mansoor
Mayor



Katrina A. Foley
Council Member



Gary C. Monahan
Council Member

California Society of Municipal Finance Officers

Certificate of Award
For

Excellence in Operating Budgeting

Fiscal Year 2009-2010

The California Society of Municipal Finance Officers (CSMFO) proudly presents this certificate to

City of Costa Mesa

For meeting the criteria established to achieve the EXCELLENCE AWARD in the OPERATING BUDGET CATEGORY.

February 18, 2010



Thomas Fil

Thomas Fil
CSMFO President

Pamela Arends-King

Pamela Arends-King, Chair
Budgeting & Financial Reporting



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Costa Mesa
California**

For the Fiscal Year Beginning

July 1, 2009

President

Executive Director



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CITY MANAGER'S BUDGET MESSAGE



July 1, 2010

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

I am pleased to submit the Fiscal Year 2010-11 Operating and Capital Budget. As adopted, this represents a budget for the coming fiscal year that provides the highest level of service feasible to the community within existing financial constraints. The City's management team and staff have put together an operating and capital expenditure plan that seeks to address the City Council's priorities within the financial constraints existent to fulfill the service requirements of the people who live, work, and play in our community.

In my budget message to you last year, I stated that "given the expectations of Costa Mesa residents, businesses, employees and the City Council, development of this coming year's budget has been particularly challenging. The gap between "expectations" and "financial reality" has gradually widened over the past several years. When coupled with what appears to be one of the more significant and far reaching economic downturns in United States history, the task at hand has been very difficult." While an accurate depiction of conditions at the time, the continuing economic situation has further exacerbated the gap between desired services/capital improvements and the ability to fund those efforts. While the proposed budget involves a number of actions I both professionally and personally would prefer not to have to recommend to you based on the public's interest and those of the City Council, I believe you will find the financial plan as proposed to be feasible within economic, legal and policy constraints.

The objectives used in developing the proposed budget were to submit a balanced budget to the City Council; to do the best job possible of maintaining levels of service to the community; to implement City Council's priorities as feasible; to be prudent in our revenue estimates and cautiously optimistic overall. Unlike in prior years where the focus has been on expanding programs & services, maintenance of existing public assets and a high level of customer service, the economic downturn, legal requirements, State mandates and policy direction dictate that all of these areas be scaled back for the coming year. The proposed budget represents the third successive year of significant budget reductions in all areas. Having already reduced non-personnel operating expenditures to a minimum level from prior years, management was faced with the necessity of significant reductions in personnel costs for FY 2010-11. This has resulted in a direct and consequent impact on the provision of services. Until financial conditions stabilize and begin to return to their historic averages it will be necessary to operate in this mode. I believe this to be the case even with the City Council's recent actions to increase various services fees, implementation of new fees and placement of a measure before the electorate to consider a 2% increase in the Transient Occupancy Tax.

IMPACT TO SERVICES PROVIDED BY THE CITY

It is impossible at this time to accurately identify each and every service impact to the residents and the community. A list of service reductions and impacts was presented to City Council at the May 11, 2010 Study Session to begin the process of reducing General Fund appropriations.

As a quick overview, here is the preliminary budget for FY 10-11 for all funds:

<u>ADOPTED BUDGET - ALL FUNDS</u>				
<u>Appropriations/ All Funds</u>	<u>Adopted FY 10-11</u>	<u>Adopted FY 09-10</u>	<u>Increase (Decrease)</u>	
			<u>Amount</u>	<u>Percent</u>
Operating Budget	\$ 103,594,966	\$ 111,853,766	(\$8,258,800)	(1.02%)
Transfers Out	2,076,064	1,543,000	533,064	34.55%
Capital Budget	3,818,588	4,864,020	(1,045,432)	(22.46%)
Total	<u>\$ 109,489,618</u>	<u>\$ 118,260,786</u>	<u>(\$8,771,168)</u>	<u>(1.43%)</u>

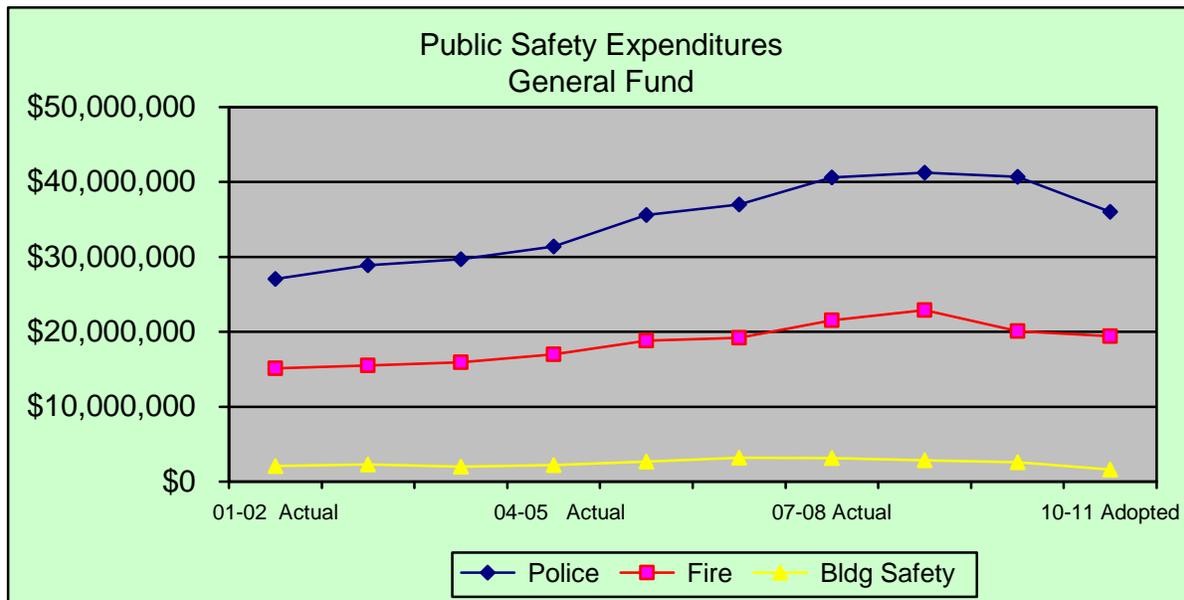
GENERAL FUND ADOPTED BUDGET

The General Fund provides 96.27% of the total operating budget for all governmental funds. The total adopted budget is \$94.6 million, a decrease of \$7.8 million or negative 7.64% from the adopted budget in FY 09-10. Table 1 is a summary of the total resources and requirements for FY 10-11:

Table 1

<u>ADOPTED BUDGET - GENERAL FUND</u>				
	<u>Adopted FY 10-11</u>	<u>Adopted FY 09-10</u>	<u>Increase (Decrease)</u>	
			<u>Amount</u>	<u>Percent</u>
Estimated Revenues	\$ 83,187,650	\$ 96,962,588	(\$13,774,938)	(14.21%)
Transfers In	1,976,064	793,000	1,183,064	(149.19%)
Use of Fund Balance	9,421,571	4,652,629	4,768,942	(102.50%)
Total Resources	<u>\$ 94,585,285</u>	<u>\$ 102,408,217</u>	<u>(\$ 7,822,932)</u>	<u>(7.64%)</u>
Operating Budget	\$ 94,485,285	\$ 101,658,217	(\$ 7,172,932)	(7.06%)
Transfers Out	100,000	750,000	(650,000)	(86.66%)
Total Appropriations	<u>\$ 94,585,285</u>	<u>\$ 102,408,217</u>	<u>(\$ 7,822,932)</u>	<u>(7.64%)</u>

Public Safety overwhelmingly remains the largest commitment of the operating budget. The following graph illustrates public safety expenditures for ten (10) years compared to other governmental function expenditures.



General Fund reserves/use of fund balance: Fund balance is the excess of actual revenues and other financing sources over actual expenditures and other uses at year-end. In general terms, it represents the City’s accumulated “savings” from year to year, as any fund balance realized at year-end is added to (or deducted from if expenditures exceeded revenues for that particular year), the previous year’s fund balance. Fund balance is often referred to as “reserves”.

The adopted budget calls for the use of these reserves to balance the budget in the amount of \$9.4 million, this is \$4.8 million more than was planned to be used in FY 09-10 when the budget for that year was adopted. However, staff realizes that negotiations with the employees associations are taking place, and any reduction in total compensation will reduce the \$9.4 million adopted use of fund balance. At the beginning of the fiscal year, staff estimates the total available General Fund undesignated fund balance at \$29.5 million. Since use of fund balance is not a continuing option, management is of the opinion that working with the City employee associations is essential in reducing costs wherever possible to avoid the prospect of further layoffs. As I have stated to the City Council and our employees, layoffs are not a budget strategy – they are a consequence of our inability to address the underlying financial challenges.

Over the last three fiscal years (including FY 09-10), staff estimates the City will have used approximately \$35.0 million of available fund balance. Continued use of fund balance at this level is unsustainable. The City currently maintains the \$14.125 million emergency general operating reserve, along with reserves for workers’ compensation, general liability claims, and compensated absences. However, maintaining these reserves will be virtually impossible as total fund balance decreases.

A schedule of estimated fund balances for all funds is found on pages 34-35.

CAPITAL IMPROVEMENT PROJECTS

The City is continuing its commitment to infrastructure improvements – although scaled back due to economic conditions - in the capital improvement program for FY 10-11. The adopted capital budget allocates \$3.8 million including: \$1.97 million for street improvements and maintenance; \$440,000 for Storm Drain Improvements; \$500,000 for curbs and sidewalks; \$185,000 for traffic operations and planning; and \$720,000 for park improvements and repairs.

In reviewing the Capital Improvement 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.

Approximately \$1.8 million or 47% of the total funding for capital projects comes from the Gas Tax Fund and another \$1.04 million or 27% comes from the CDBG Fund. The Gas Tax Fund is earmarked for streets and/or transportation-related expenditures, while the CDBG Fund is earmarked for community related improvements in designated areas of the City. Other sources are the Air Quality Management District Fund, the Drainage Fees Fund, the Measure M Turnback Fund, and the Capital Improvement Fund (the original source of this fund is sometimes the General Fund).

The table below illustrates the type of capital projects planned for the coming year:

<u>CAPITAL IMPROVEMENT PROJECTS</u>	
<u>Program Category:</u>	<u>Adopted FY 10-11</u>
Street Improvements & Maintenance	\$ 1,973,588
Storm Drain Improvements	440,000
Curbs & Sidewalks	500,000
Traffic Operations & Planning	185,000
Park Improvements	720,000
Total	<u><u>\$ 3,818,588</u></u>

APPROPRIATIONS LIMIT

Since the addition of Article XIII-B to the Constitution of California in November 1979, the City has been required to annually establish an Appropriations Limit. The ideology behind establishing an annual appropriation limit is that if an agency's ability to spend tax proceeds each year is controlled, then the growth in tax revenues can be systematically and incrementally managed to lessen the impact or tax burden upon taxpayers throughout the State.

In June 1990, Article XIII-B and its implementing legislation Chapter 1205/80 were modified by Proposition 111 and SB 88. The modifications changed the annual adjustment factors for determining the Appropriations Limit. Beginning with the calculation of the Appropriations Limit for FY 90-91, the City may choose one of the following factors to use for inflationary adjustment:

- The growth in California per capita income; or
- The growth in the non-residential assessed valuation due to new construction within the City.

In addition, the City may choose to use either the population growth of the City or the population growth within the County. These two adjustment factors, one for inflation and one for population, are both annual elections for the City in determining its Appropriations Limit.

Below is the calculation of the City's Appropriations Limit for FY 10-11:

Step 1 - Appropriations Limit for FY 09-10	\$ 168,979,431
Step 2 - Multiply the FY 09-10 Appropriations Limit by the cumulative growth factors for Orange County	<u>0.9844</u>
Appropriations Limit FY 10-11	<u>\$ 166,350,696</u>

The estimated proceeds from general tax revenues in FY 10-11 equal \$71.6 million, which is \$94.7 million or 56.97% under the limit.

BUDGETARY REPORTING AWARDS

The adopted budget was prepared in accordance with local ordinances, state statutes, and best practices in budgeting recommended by the National Advisory Council on State and Local Budgeting (NACSLB). Additionally, this document was prepared to meet the Budget Awards Program criteria established by the Government Finance Officers Association (GFOA) of the United States and Canada and the California Society of Municipal Finance Officers (CSMFO).

The Government Finance Officers Association of the United States and Canada presented a Distinguished Budget Presentation Award to the City of Costa Mesa for its annual budget document for the fiscal year beginning July 1, 2009. This is the tenth consecutive year that the City has received this prestigious award. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device. This award is valid for one year only.

In addition, the California Society of Municipal Finance Officers presented the Excellence in Operational Budgeting award to the City of Costa Mesa for its FY 09-10 Adopted Budget.

Staff believes the FY 10-11 Adopted Operating & Capital Improvement Budget document will continue to conform to the award program requirements. The budget document will be submitted again to both GFOA and CSMFO to determine its' eligibility for another award.

FINANCIAL OUTLOOK

As a result of the slow down in the economy, most revenue sources are projected to decline slightly or remain flat. The cost of services provided to the community is expected to rise modestly, except in the area of contract construction where competitive bids have yielded significant savings. It should be noted that existing labor agreements with all employee associations will not necessarily be the only factor that continues to impact the cost of all City services. While the agreements were reached pursuant to State law and at a mid-point with the labor market consisting of neighboring communities, existing financial conditions place the City in a position of reducing services to the public, negotiating reductions in employee compensation, laying off personnel, requesting voter approval to increase taxes or some combination of all of the preceding. In light of the continuing economic downturn and at the direction of the City Council, management have begun discussions with employee associations regarding employee compensation to assist in reducing costs of the City.

Last year, I noted that “The State of California’s fiscal situation has been allowed to degrade over a number of years to the point where it is next to inconceivable that cities will not be required to “bail out” Sacramento in some fashion.” In retrospect, local government was not adversely impacted by adoption of the State budget – but the State budget situation was not addressed either in my judgment. The State’s financial condition has deteriorated even further meaning that local government remains a potential target. Nothing locally exemplifies this better than the State’s decision to sell the Orange County Fair and Exposition Center – a budget-related decision that has placed an enormous burden on the City. Of equal concern is the State’s continuing intervention in the authority of local government along with endless layers of additional regulations & requirements. The combination of a revenue starved State and the Legislature’s desire to “govern local government” should be of major concern to anyone who supports local control and self-determination. This should not be confused with recent State reform efforts to address government malfeasance in the exercise of fiduciary and ethical responsibilities to the public.

The City’s cash flow position remains healthy, but guarded. Expansion of programs and services or increasing the City’s commitment to capital improvements simply is not an option without additional revenue. The City cannot support expansion of programs and services strictly by economizing, cutting support personnel, contracting for services, use of reserves and utilizing other “right sizing” tools to cut costs in other areas. These tools have been in place for over 18 years and have become a “way of life” for City operations. However, they cannot support the continuous addition of more programs, more services and most especially the addition of more City personnel.

SUMMARY

Due to current economic conditions, the preliminary budget does not fully support the overall high level of service that the citizens of Costa Mesa are accustomed to expect. It does represent a balanced financial plan, using a reduced level of available fund balance. Adequate reserves have been set aside for contingencies, including amounts to meet projected workers' compensation and general liability claims, and very limited vehicle replacement. The circumstances outlined in the preceding are not unique to Costa Mesa but are being felt in every community in Orange County and throughout the State. The impacts of the recession and the steps required to address those impacts will be slightly different in each community based on their financial base and levels of service offered.

In submitting the proposed budget, I and the rest of the management team fully understand the sacrifices it poses for the community, the City Council and our employees. We take no pride in submitting a financial plan that relies on layoffs, service reduction and program elimination to balance the proposed budget. Since layoffs last occurred in the early 1990's, management has tried its best to meet increasing public demand for more programs and services without increasing taxes by being as efficient as possible in the expenditure of tax dollars. The overwhelming numbers of personnel added in that timeframe were the direct result of City Council and public demand for increased services or to maintain current service levels while serving a larger resident population. These additional personnel have almost exclusively been for front line service provision primarily in the areas of Public Safety. To limit the impact of these additional personnel expenditures, support personnel and management has been reduced by 25% over the same timeframe. Opportunities to further reduce support personnel are limited without a direct, adverse impact on front line service providers.

As the City has coped with the economic downturn of the past two years, there has been a substantial reliance on the use of reserves to avoid more significant cuts in programs, services and personnel. Reserve levels now stand at a point where they can no longer be safely accessed for on-going operating expenses. This is in no way intended to minimize the contributions of each City Department in reducing operating budgets and the concessions agreed to by the municipal employee associations in accepting reduced compensation by way of furloughs and other measures. But in the absence of stabilized revenues and continued increases in costs, the City is faced with the necessity of reducing programs and services which has a consequent impact on personnel.

The adopted budget represents a very delicately balanced plan designed to ensure that Costa Mesa remains a great place to live, work and play. Furthermore, I believe this plan reflects as many of the City Council and Community priorities as can reasonably be supported under the current financial circumstances. However, should the City Council and the community desire additional/expanded programs and services or additional Capital Projects, it will be necessary to identify exactly what existing programs and services or Capital Projects funded in a similar fashion can be eliminated from the budget.

ACKNOWLEDGEMENT

The development of the annual budget takes an enormous amount of staff time and effort, and has to be completed within a compressed timeline. I sincerely appreciate all department directors, division managers, and departmental budget liaisons for their contribution. Special recognition is extended to the Finance budget team and Central Services staff. I thank the City Council for their continued support in making Costa Mesa a financially stable and well-balanced community.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'A. L. Roeder', written in a cursive style.

Allan L. Roeder
City Manager



ADOPTED OPERATING & CAPITAL BUDGET OVERVIEW

The Fiscal Year 2010-11 Adopted Budget reflects the operating and capital spending plans for the General Fund, Special Revenue Funds, Capital Project Funds, and Internal Service Funds. The total adopted budget for all funds is \$109.5 million, a decrease of \$8.8 million or -7.42% compared to the adopted budget for FY 09-10. Table 1 illustrates these changes.

TABLE 1

ADOPTED BUDGET - ALL FUNDS					
Appropriations/ All Funds	Adopted FY 10-11	Adopted FY 09-10	Increase (Decrease)		Percent of Total
			Amount	Percent	
Operating Budget	\$103,594,966	\$111,853,766	(\$8,258,800)	(7.38%)	94.61%
Transfers Out	2,076,064	1,543,000	533,064	34.54%	1.90%
Capital Budget	3,818,588	4,864,020	(1,045,432)	(21.49%)	3.49%
Total	<u>\$109,489,618</u>	<u>\$118,260,786</u>	<u>(\$8,771,168)</u>	<u>(7.42%)</u>	<u>100.00%</u>

GENERAL FUND BUDGET OVERVIEW

For all governmental funds, the General Fund comprises 96.11% of the *operating* budget and 92.51% of the *operating* and *capital* budget. Therefore, the succeeding discussion will focus primarily on the General Fund.

The adopted operating budget is \$94.6 million, a decrease of \$7.8 million or -7.64% compared to the adopted budget in FY 09-10. Table 2 below illustrates the components and the changes of the adopted budget as compared to the prior year's budget.

TABLE 2

GENERAL FUND OPERATING BUDGET					
Expenditure Category	Adopted FY 10-11	Adopted FY 09-10	Increase (Decrease)		% of Total
			Amount	Percent	
Salaries & Benefits	\$ 74,306,868	\$ 79,985,178	(\$5,678,310)	(7.10%)	78.56%
Maintenance & Operations	19,651,188	21,673,039	(2,021,851)	(9.33%)	20.78%
Fixed Assets	527,229	-	527,229	100.0%	0.56%
Transfers Out	100,000	750,000	(650,000)	86.66%	0.10%
Total	<u>\$ 94,585,285</u>	<u>\$102,408,217</u>	<u>(\$7,822,932)</u>	<u>(7.64%)</u>	<u>100.00%</u>

Salaries & Benefits: Personnel costs decreased by \$5.7 million or -7.10%. This is a direct reflection of both the hiring freeze the City has implemented since 2008, the PERS 2-year retirement incentive the City offered in 2009 and the personnel and operating reductions made while adopting the fiscal year 2010-11 budget. All actions have helped reduce the City's salaries and benefit costs.

CITY OF COSTA MESA, CALIFORNIA

Also included in the personnel cost is the City's contribution to CalPERS for employee retirement benefits. The total adopted budget for retirement benefits is \$15.0 million which is a \$29,948 decrease compared to FY 09-10, primarily because of the reduction in salary. The employer contribution rate for non-safety increased from 11.857% to 12.093% (non-safety employees also pick up 2.52% of the employer rate), fire-sworn personnel increased from 25.968% to 32.791%, and police-sworn personnel increased from 29.206% to 30.145%. These rates exclude the employer-paid member contributions of 7.49% for non-safety and 9.81% for both fire and police sworn.

Maintenance & Operations (M&O): The maintenance and operations category includes such things as: office supplies; office equipment; electricity, gas and water for all City owned property including parks, medians, street lights and traffic signals; principal and interest payments on outstanding City debt. The adopted budget for maintenance and operations accounts is \$19.7 million, a net decrease of \$2.7 million or -11.92% compared to the FY 09-10 adopted budget. The major components of the decrease are:

- ❑ \$2,092,421 in maintenance and replacement charges for the City's fleet
- ❑ \$1,152,924 for consulting services – most the elimination of the red light camera program
- ❑ \$501,889 for law enforcement activities – mostly the reduction in ABLE
- ❑ \$164,687 for repairs and maintenance on all City owned facilities and structures

Also included in the M&O adopted budget is \$5,637,000 for debt service payments on the following (descriptions of the debt can be found on pages 197 and 279):

- ❑ \$84,098 for energy retrofit lease
- ❑ \$1,497,036 for revenue bonds
- ❑ \$3,531,742 for Certificates of Participation (COPs)
- ❑ \$524,124 for TeWinkle Park ball fields capital improvement project

Program/Service/Facility Impacts from Reductions: As preparation of the FY 10-11 budget continued during the year, it became evident that the City would need to reduce appropriations to balance the General Fund budget. Therefore, at the May 11, 2010 City Council Study Session, staff presented a detailed list of recommended reductions from the City Manager. This list was not only used to show the impacts to City Council and the community, but also as a prioritization exercise. Staff requested the Council members and the community to assign a number to each program, service, and or facility that was recommended to be reduced or eliminated. This list included positions that would also be effected by the reductions.

The final list of recommendations and results from the prioritization exercise were presented at the June 8, 2010 City Council Study Session. The original recommendation was to reduce total appropriations by \$8.4 million. Upon adopting the City's Budget on June 22, 2010, City Council accepted approximately \$7.1 million of reductions, electing to decide on the other reductions during the fiscal year. The recommendations adopted by City Council included both personnel and operational reductions, which helped reduce overall appropriations. A complete listing of the recommendations and the detail description of the impacts can be found with the June 22, 2010 City Council Study Session report.

CITY OF COSTA MESA, CALIFORNIA

The total adopted FY 10-11 General Fund estimated revenue is \$83.2 million, a decrease of \$13.8 million or -14.20% compared to adopted estimated revenues for FY 09-10. Table 3 illustrates the General Fund revenue sources that fund City services. Excluded from this presentation are other financing sources in the amount of \$1,976,064 from interfund transfers.

TABLE 3

GENERAL FUND ESTIMATED REVENUES					
Revenue Source	Adopted FY 10-11	Adopted FY 09-10	Increase (Decrease)		Percent of Total
			Amount	Percent	
Taxes	\$ 63,579,000	\$ 72,029,000	(\$ 8,450,000)	(11.73%)	76.43%
Licenses & Permits	960,500	1,150,500	(190,000)	(16.51%)	1.15%
Fines & Forfeitures	2,155,000	3,362,000	(1,207,000)	(35.90%)	2.59%
Use of Money & Property	3,704,500	5,195,400	(1,490,900)	(28.70%)	4.45%
Other Governmental Agencies	8,692,500	9,659,188	(966,688)	(10.00%)	10.45%
Fees & Charges for Services	3,768,050	4,192,890	(424,840)	(10.13%)	4.53%
Other Revenues	328,100	1,373,610	(1,045,510)	(76.11%)	0.40%
Total	\$ 83,187,650	\$ 96,962,588	(\$13,774,938)	(14.21%)	100.00%

Note: Excludes transfers in.

Revenues: With the continued recession of the economy, the City is projecting revenue decreases in all categories. Property Tax, Transient Occupancy Tax, Building Permits, Electrical Permits, Plumbing & Mechanical Permits and Plan Checking Fees are all anticipated to continue to decline due to the economic slowdown. Over the last four years (starting with FY 2007-08), total estimated revenues have decreased approximately \$20 million. Unfortunately, it is projected FY 2010-11, not only will Sales Tax and Transient Occupancy Tax be about flat or have a slight decline, but Property Taxes will decrease considerably compared to FY 09-10 because of a negative Consumer Price Index (CPI) adjustment factor to all properties within the city. In prior years, a positive CPI adjustment factor allowed the City to compensate for declining market values affecting recent properties sold. However, this year it is anticipated the City will have both a negative adjustment factor and continued declining market values.

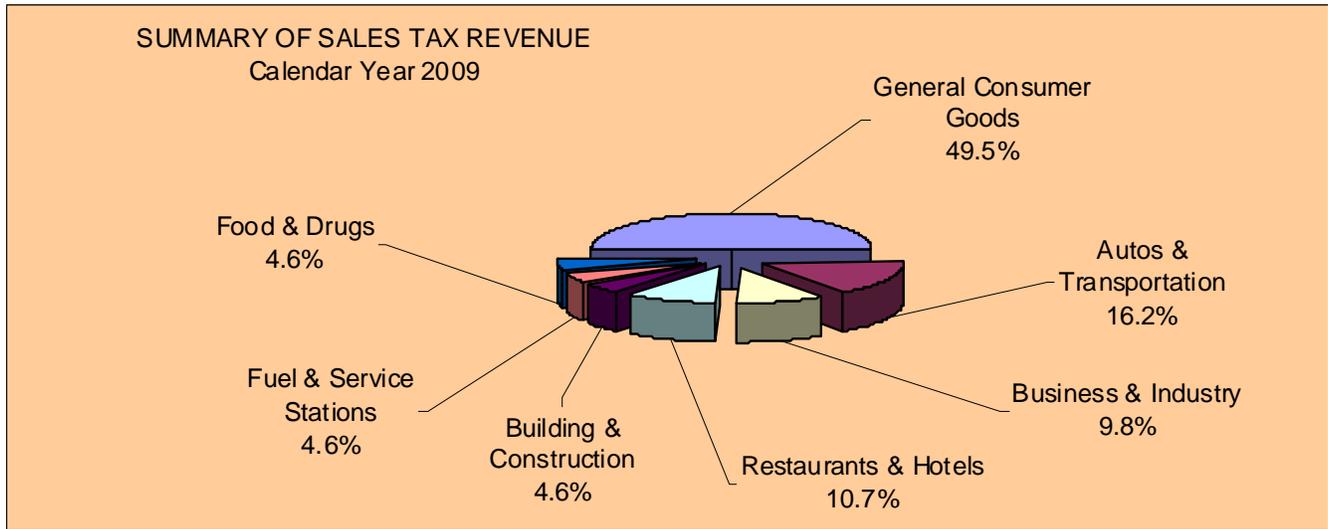
Sales & Use Tax represents Costa Mesa's single largest revenue source estimated at \$34.6 million or 41.57% of the total General Fund estimated revenues for FY 10-11. This amount includes the \$8.25 million backfill payment from the State in the form of property taxes (accounted for as Sales Tax In-Lieu), and represents a decrease of \$4.0 million or -13.30% compared to the adopted estimated revenue in FY 09-10. The backfill from the State is the result of the "triple flip" that was approved by the voters in November 2004 under Proposition 57 to finance the State's Economic Recovery Bonds. Under this Proposition, the State took one fourth of the local agencies' sales tax and backfilled it with a like amount in property taxes from the Educational Revenue Augmentation Fund (ERAF). The State estimates the "triple flip" will continue for 13 years or until the bonds are paid off.

The State Board of Equalization administers and remits the sales tax to local governments: 30% for the first month of each quarter, another 30% the second month, and 40% at the end of the quarter with a "clean-up" payment. The backfill portion is remitted twice a year, in January and May, and a final "clean-up" in January of the following fiscal year. Costa Mesa's sales tax base remains strong with South Coast Plaza; the Harbor Blvd. of Cars; a host of other retailers throughout the City; a variety of restaurants and hotels; and major businesses and industries located in the City. However, the sales tax category has been most directly affected by the recent recession.

CITY OF COSTA MESA, CALIFORNIA

Graph 1 illustrates the types of businesses and industries that generated sales tax revenue for the City in calendar year 2009.

GRAPH 1



Property Tax is the second largest source of revenue for the City. The FY 10-11 estimated revenue from property tax is \$20.1 million or 24.18% of the total General Fund revenues. This amount is approximately \$1.9 million less than the adopted FY 09-10 estimated revenue. As mentioned earlier, this decrease is due to a decline in the market values of homes sold and a negative CPI adjustment factor of all property located in the City of Costa Mesa.

The VLF (Vehicle License Fee) Swap is the result of the State's action in 2003 to permanently reduce the Vehicle License Fee from 2% to 0.65%. In the past, local government received its full share of the revenues from the 2% rate. When the State reduced the rate, the State also promised to make local governments whole by backfilling the lost revenue with a like amount in property tax revenues. This backfill payment is linked directly to the growth in property tax revenues. Costa Mesa has historically benefited from the swap as most property values have continued to rise in the County. Total VLF revenue including the swap is estimated to be \$8.2 million. This is a decline of \$850,000 from FY 09-10, largely due to the decline in property tax (which the swap is based on) and the increase in administrative fees charged by the State for collection of vehicle license payments.

Transient Occupancy Tax (TOT) represents the City's fourth largest source of revenue. The FY 10-11 estimated TOT revenue is \$4.0 million, which represents 4.80% of the total General Fund revenues. This amount reflects a decrease of \$1.2 million or -23.08% compared to the estimate in FY 09-10 due to the continued recession of the economy and continued slowdown of travel.

Franchise fees represent another revenue source to the City. Currently, the City collects electric franchise fees from Southern California Edison, gas franchise fees from Southern California Gas Company, cable franchise fees from Time Warner Cable and Solid Waste Hauler's franchise fees from 13 waste haulers. For FY 10-11, estimated revenue for all Franchise Fees is \$4.0 million, which represents 4.84% of the total General Fund revenue. The estimated revenue reflects a net increase of \$15,000 or 0.37% over the FY 09-10 estimate.

Descriptions, assumptions, and a ten-year historical trend on the General Fund revenue sources by major categories can be found on pages 50-58.

CITY OF COSTA MESA, CALIFORNIA

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. The Internal Service Fund's appropriations are excluded from this comparison, as funding for these appropriations does not come from external sources but from in-house charges by the servicing department to the user-departments. Table 4 illustrates this relationship.

TABLE 4

<u>GOVERNMENTAL FUNDS ADOPTED BUDGET</u>					
<u>Fund Types</u>	<u>Adopted FY 10-11</u>	<u>Adopted FY 09-10</u>	<u>Increase/(Decrease)</u>		<u>Percent of Total</u>
			<u>Amount</u>	<u>Percent</u>	
General Fund *	\$ 94,585,285	\$102,408,217	(\$7,822,932)	(7.64%)	90.93%
Special Revenue Funds *	6,265,333	5,921,151	344,182	5.81%	6.02%
Capital Projects Funds *	3,172,652	3,765,754	(593,102)	(15.75%)	3.05%
Total Governmental Funds	<u>\$104,023,270</u>	<u>\$112,095,122</u>	<u>(\$8,071,852)</u>	<u>(7.20%)</u>	<u>100.00%</u>

**Includes transfers out*

The following Table 5 illustrates the other governmental funds' resources and uses. A brief description of each fund is listed on pages 29-31. For funds that show appropriations exceeding the estimated revenues available (shown in brackets), undesignated fund balances will be used to cover the projected shortfall.

TABLE 5

<u>GOVERNMENTAL FUNDS RESOURCES/APPROPRIATIONS</u>			
<u>Fund</u>	<u>Estimated Resources FY 10-11</u>	<u>Adopted Appropriations FY 10-11</u>	<u>Revenues Over (Under) Appropriations</u>
Gas Tax Fund	\$ 2,989,805	\$ 1,800,000	\$ 1,189,805
Prop 172 Fund	750,000	526,074	223,926
Air Quality Management District (AQMD) Fund	146,700	48,995	97,705
HOME Fund	771,888	771,888	-
Community Development Block Grant Fund	2,074,174	2,159,064	(84,890)
Park Development Fees Fund	25,000	-	25,000
Drainage Fees Fund	259,200	440,000	(180,800)
Supplemental Law Enforcement Services Fund *	241,750	211,312	30,438
Traffic Impact Fees Fund	341,000	-	341,000
Narcotics Forfeiture Fund *	179,000	308,000	(129,000)
Fire System Development Fund	4,400	-	4,400
Capital Improvement Fund *	191,005	1,817,069	(1,626,064)
Measure M Regional Fund	550,000	-	550,000
Measure M Turnback Fund	1,350,000	1,355,583	(5,583)
Vehicle Parking Dist 1/2 Fund	862	-	862
Total Other Governmental Funds	<u>\$ 9,874,784</u>	<u>\$ 9,437,985</u>	<u>\$ 436,799</u>

** Includes transfers in and out*

INTERNAL SERVICE FUNDS

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

a) Equipment Replacement Fund (ERF) – This fund accounts for fleet services provided by the Maintenance Services Division to the user-departments. For FY 10-11 the adopted budget is \$2.2 million and the estimated revenue is \$85,000, this difference will lead to the use of accumulated fund balance to pay for current activities. Included in the adopted budget is \$193,000 for 4 new/replacement vehicles and 1 replacement sign truck. A detailed list of vehicles is found on page 79. The funding necessary to replace vehicles has been accumulated in the ERF over a number of years based upon an established replacement schedule. Also included in the budget is the transfer of the ERF's estimated investment income of \$75,000 to the General Fund, consistent with the City's past practice.

Under the Internal Service Funds method of accounting for fleet services, user-departments are charged an internal rent monthly. This rent is split into the estimated cost for future replacement vehicles and actual maintenance charges, 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 the service, including labor, materials, and overhead costs.

b) Self-Insurance Fund – This fund accounts for the Risk Management Program dealing with workers' compensation, general liability, and unemployment insurance. The adopted budget totals \$3.3 million, a net decrease of \$504,740 or 13.35% compared to the FY 09-10 adopted budget.

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 the internal charges to the user-departments based on historical costs of incurred losses, insurance premiums, and other services provided by the Risk Management Division. Investment earnings in the Self-Insurance Fund estimated at \$110,000 are included to be transferred to the General Fund, consistent with the City's past practice.

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECTS

The City's Seven-Year Capital Improvement Program (CIP) is listed on pages 220-231. This section provides comprehensive, detailed information on the capital projects that the City plans to undertake in the coming fiscal year and beyond. Fifteen capital improvement projects totaling \$3.8 million were adopted for funding in FY 10-11, a decrease of \$1.05 million or -21.49% over the adopted CIP in FY 09-10. Initially, departments requested \$4.5 million worth of projects; due to a lack of funding, some of these projects were not recommended for funding in FY 10-11.

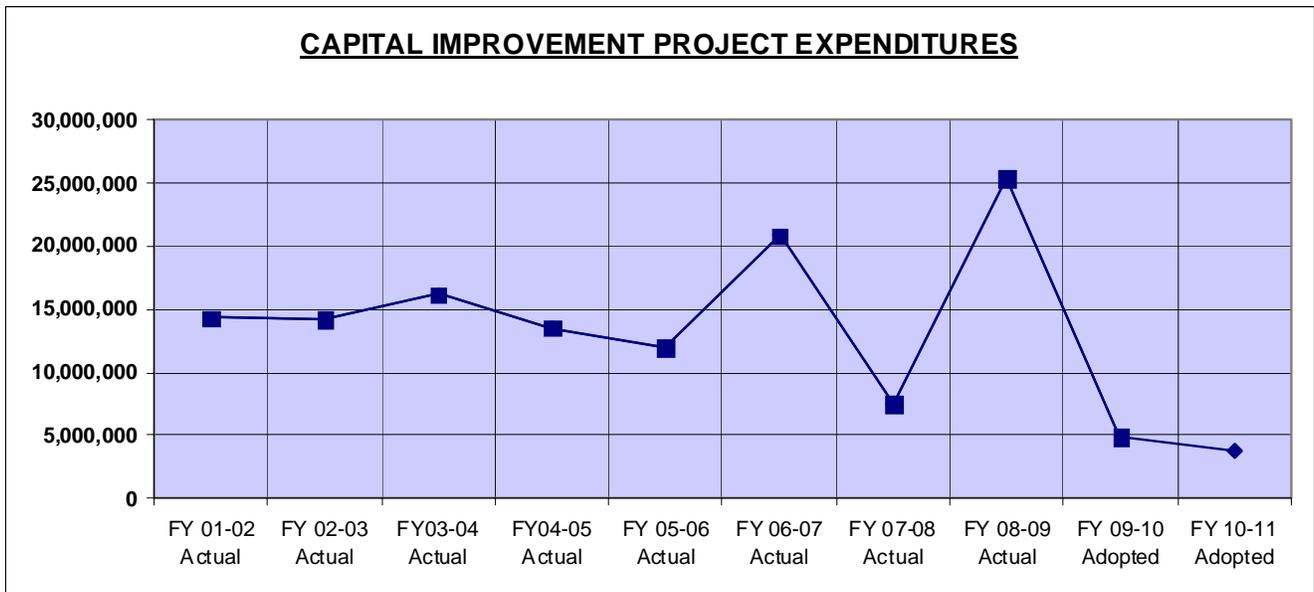
Table 6 is a summary of adopted projects by program category. Further detail of each CIP is included on pages 204-219.

TABLE 6

<u>CAPITAL IMPROVEMENT PROJECTS</u>	
<u>Program Category:</u>	<u>Adopted FY 10-11</u>
Street Improvements & Maintenance	\$ 1,973,588
Storm Drain Improvements	440,000
Curbs & Sidewalks	500,000
Traffic Operations & Planning	185,000
Park Improvements	720,000
Total	<u><u>\$ 3,818,588</u></u>

The following graph illustrates how much the City has expended to improve and maintain its infrastructure including streets; curbs and sidewalks; storm drains; traffic operations; parks, parkways, and medians; and buildings and facilities. Over the last 10 years, the City has spent/appropriated approximately \$133 million or an average of \$13.3 million a year for capital improvements.

GRAPH 2



CITY OF COSTA MESA, CALIFORNIA

Use of fund balances: During times of emergency or due to other needs, the City may utilize its general operating reserve (which is part of the “designated” fund balance) if circumstances warrant, as defined in the Costa Mesa Municipal Code Section 2-205 et seq. The General Fund fund balance should be distinguished from other fund balances. Special Revenue Funds and Capital Projects Funds fund balances are earmarked for specific uses based upon the criteria for which these funds were established. These types of funds may accumulate monies for future appropriations. For example, when the City is ready and able to embark upon a capital improvement project or special program that meets the specific requirements for the use of the funds, appropriations from fund balances may be used.

A summary schedule of estimated available fund balances for all funds is found on pages 34-35. Table 7 lists the estimated fund balances to be used to support the FY 10-11 adopted budget.

TABLE 7

<u>ESTIMATED FUND BALANCES TO BE USED</u>	
<u>Fund</u>	<u>Amount</u>
General Fund	\$ 9,421,571
CDBG Fund	84,890
Drainage Fees Fund	180,800
Narcotics Forfeiture Fund	129,000
Capital Improvement Fund	1,626,064
Measure M Turnback Fund	5,583
Equipment Replacement Fund	2,105,163
Total Use of Fund Balances	<u>\$ 13,553,071</u>

Redevelopment Agency (RDA): Information on the City’s Redevelopment Agency FY 10-11 budget is listed on pages 233-248. The RDA, although a separate legal entity, is a component unit of the City. Staff presented the RDA budget to the Agency Board at its’ May 11, 2010 meeting.

AirBorne Law Enforcement (ABLE): The FY 10-11 budget document includes a section on the ABLE Fund. Although ABLE is a joint powers authority established as a separate legal entity and is not a component unit of the City, information is provided as a frame of reference on the cost of this program. Information on ABLE is listed on pages 249-253.



LISTING OF PUBLIC OFFICIALS

FISCAL YEAR 2010-2011

Allan L. Roeder
City Manager

Thomas R. Hatch
Assistant City Manager

Michael F. Morgan
Fire Chief

Christopher Shawkey
Police Chief

Stephen N. Mandoki
Administrative Services Director

Kimberly Brandt
Development Services Director

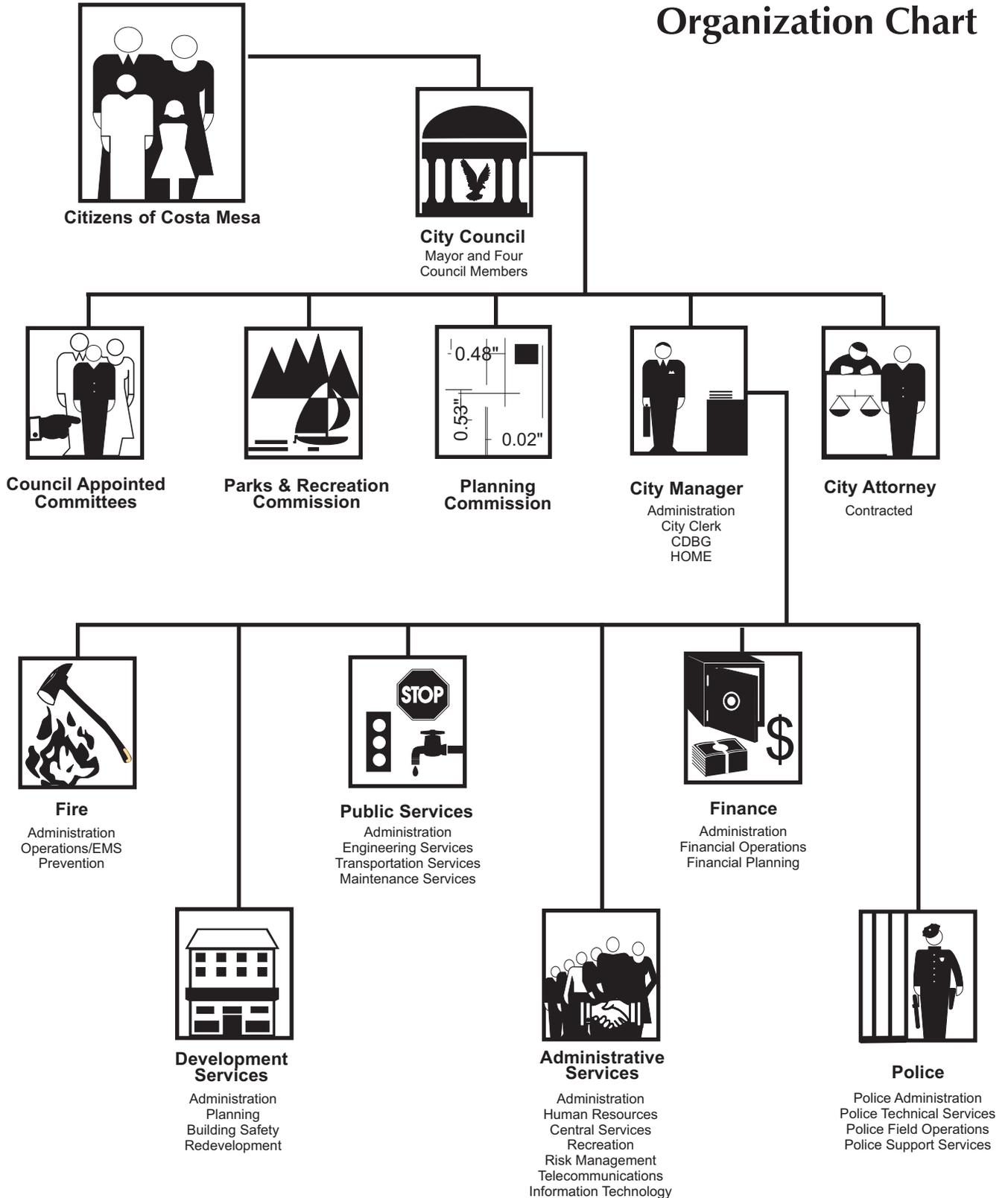
Peter Naghavi
Public Services Director

Kimberly Hall Barlow
City Attorney (Contract)



City of Costa Mesa, California

Organization Chart



Visit our Web site at www.ci.costa-mesa.ca.us

RESOLUTION NO. 10-42

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, ADOPTING A BUDGET FOR THE FISCAL YEAR 2010-2011.

THE CITY COUNCIL OF THE CITY OF COSTA MESA DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, the Proposed Budget for Fiscal Year 2010-2011 year has been prepared in compliance with Section 2-153 of the Costa Mesa Municipal Code.

NOW, THEREFORE, BE IT RESOLVED as follows:

SECTION 1: The annual budget for the City of Costa Mesa for the Fiscal Year beginning July 1, 2010 and ending June 30, 2011 is hereby adopted as set forth in the Proposed 2010-2011 Budget.

PASSED AND ADOPTED this 22nd day of June, 2010.



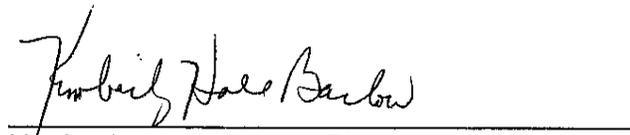
Allan R. Mansoor, Mayor

ATTEST:



Julie Folcik, City Clerk

APPROVED AS TO FORM:



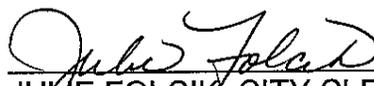
Kimberly Hall Barlow, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF COSTA MESA)

I, JULIE FOLCIK, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing is the original of Resolution No. 10-42 and was duly passed and adopted by the City Council of the City of Costa Mesa at a regular meeting held on the 22nd day of June, 2010, by the following roll call vote, to wit:

AYES: COUNCIL MEMBERS: MANSOOR, LEECE, BEVER, FOLEY, MONAHAN
NOES: COUNCIL MEMBERS: NONE
ABSENT: COUNCIL MEMBERS: NONE

IN WITNESS WHEREOF, I have hereby set my hand and affixed the seal of the City of Costa Mesa this 24th day of June, 2010.



JULIE FOLCIK, CITY CLERK

(SEAL)

BUDGET GUIDE

The purpose of the City of Costa Mesa's 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.

After the proposed budget is submitted by the City Manager to the City Council in May, a budget study session is held on the second Tuesday in June followed by community hearings and employee orientation. The intent is to adopt the budget by the second Council meeting in June.

Budget Message: This section includes the City Manager's 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.

Budget Overview: This section provides a summarized narrative of the budget highlights; explanation on variances both on revenues and expenditures; and other pertinent data about the budget.

General Information: This section includes the Budget Guide; describes the budget process; and provides 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 variety of financial analyses such as the beginning and ending fund balances; pie charts of resources and appropriations; multi-year budget comparisons by fund/by expenditure/by category/by program; revenue details/narratives with historical trends; summary of personnel changes by department; a listing of approved fixed assets, new and replacement vehicles, and building modifications and maintenance projects for the fiscal year.

Departmental Details: This section divides the document by department. It starts with the City Council. The reader will find an organization chart; multi-year personnel summary; a narrative of the department describing each division and each program within that department; the accomplishments for the prior year; the objectives for the coming year; and measurements of how the department achieves its objectives from year to year. This section also provides the financial data of each department including multi-year comparisons of expenditures sorted in many ways – by division, by expenditure category, by funding source, by account, and by program. The last department is the "Non-Departmental" which is not an actual department with staff. 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 a summary of the capital improvement projects planned for the year including their descriptions, funding sources, and the estimated cost of each project. The reader will also find what is called a Capital Improvement Project form, which provides details about each project; and finally, a schedule of the Seven-Year Capital Improvement Program.

Redevelopment Agency: This section provides information regarding Costa Mesa's Redevelopment Agency (RDA), a separate legal entity but a component unit of the City. The RDA's budget is prepared in similar format as the City's budget. It is presented to the Agency Board usually in May before the City adopts its own budget. It is included in the City's budget document for informational purposes.

BUDGET GUIDE

AirBorne Law Enforcement (ABLE): The ABLE budget is presented for informational purposes only. ABLE is a separate legal entity and is not a component unit of the City. It is a joint powers authority between the City of Newport Beach and the City of Costa Mesa. Costa Mesa's share of the ABLE operations is reflected in the Police Department's budget, under the Helicopter Program.

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); financial policies; 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

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

After the departments have input their budget requests, Finance compiles the data and calculates the total amount requested including estimated revenues and projected fund balances. The City Manager holds departmental budget hearings. Subsequently, the City Manager makes his recommendations and Finance, along with Central Services, prepares the proposed budget document. The City Manager submits the proposed budget to City Council. The Council conducts a budget study session; sets a public hearing; and, adopts the budget prior to the beginning of the fiscal year.

After the budget is adopted, staff integrates the budgetary data into the City's accounting system and reconciles the labor distribution for actual payroll charges during the year. Staff issues the adopted budget document and submits it for both the national and the state budget awards program. Month-end reports are distributed to the departments to monitor budget performance throughout the year.

Capital Improvement Projects Budget Process: The City maintains a rolling Seven-Year Capital Improvement Program (CIP). In October-November each year, the Public Services Department solicits proposals from the other City departments for inclusion in the coming year's capital improvement projects budget. Around the same time, the Finance Department provides Public Services 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. If and when the General Fund provides funding for CIP, cash is transferred to the Capital Outlay Fund, where the project will reside.

Public Services staff then prepares the Capital Improvement Project form, which provides detailed information about the proposed capital improvement 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 what the City calls Building Modification projects. These are the routine maintenance and/or repairs of City buildings and facilities.

During the departmental budget hearings, the City Manager and staff conduct a "walkthrough" of 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 Planning Commission to determine if the projects conform to the General Plan. The proposed CIPs relating to parks is also submitted to the Parks & Recreation Commission for comments and recommendations.

User Fees & Charges: As part of the budget cycle, the City updates 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's 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 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.

Budget amendments: Supplemental appropriations, when required during the fiscal year, require approval by the City Council. Budget changes within each department or between accounts are approved by the City Manager.

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 expenses and revenues are recognized when they are both measurable and available to fund current expenditures.

BUDGET PROCESS

The City does not have an enterprise fund. However, the City utilizes the internal service funds for its fleet services operations and for its self-insurance 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 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. Open encumbrances are reported as reservations of fund balances at fiscal year-end.

Budgetary data: Annual budgets are legally adopted for all funds on a basis consistent with generally accepted accounting principles, except for the following funds for which no budget is proposed for FY 10-11.

Special Revenue Funds:

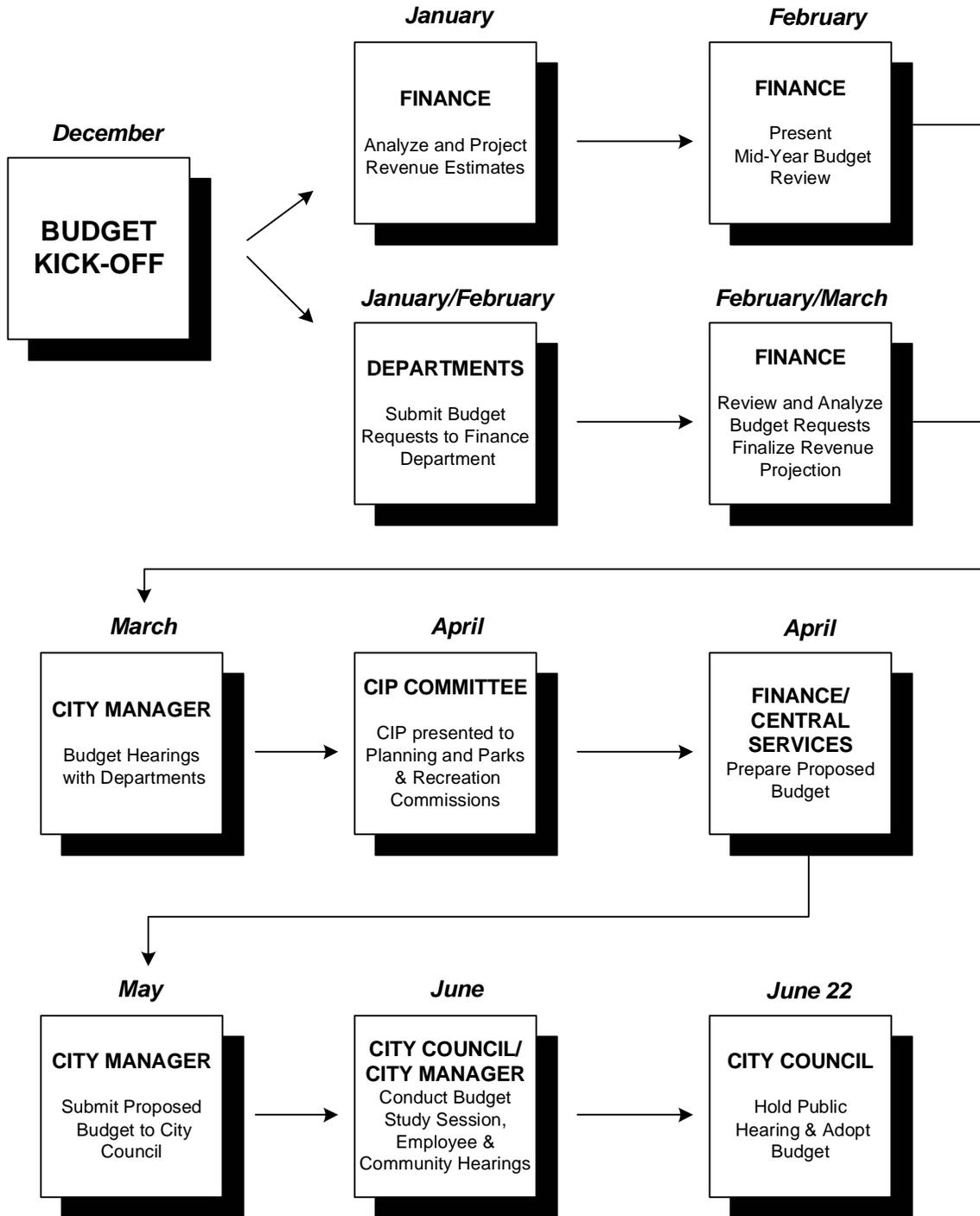
- | | |
|------------------------------------|-----------------------------------|
| Park Development Fees Fund | Traffic Impact Fees Fund |
| Rental Rehabilitation Program Fund | Fire System Development Fees Fund |

Capital Projects Funds:

- | | |
|----------------------------------|----------------------------------|
| Vehicle Parking District #1 Fund | Vehicle Parking District #2 Fund |
| Measure "M" Regional Fund | |

The following Flow Chart describes the City's annual budget process.

**CITY OF COSTA MESA
BUDGET PROCESS
FLOW CHART
FISCAL YEAR 2010-2011**



DESCRIPTION OF FUNDS & FUND TYPES

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

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.

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.

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 mobile source air pollution reduction programs consistent with the California Clean Air Act of 1988.

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.

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.

FIRE SYSTEM DEVELOPMENT FEES FUND - 218: Established to account for the receipt and disbursement of the development impact fees established by Ordinance No 89-1 for future construction of fire protection facilities and equipment for north Costa Mesa.

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.

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. These revenues must be expended for acquisition, rehabilitation, and new construction of rental housing.

LOCAL LAW ENFORCEMENT BLOCK GRANT FUND (LLEBG) - 219: Established to account for Federal grant monies provided by the 1998 Appropriations Act, Public Law 105-119. Funds are restricted for projects utilized to reduce crime and improve public safety.

LOW AND MODERATE INCOME HOUSING FUND - 471: Established per Section 33334.3 of the Health and Safety Code to account for 20% of tax increment received by the Costa Mesa Redevelopment Agency which is to be expended for the purpose of increasing, improving, and preserving the low and moderate-income housing available at affordable housing costs to persons and families of low or moderate-income and to very low-income households.

NARCOTICS FORFEITURE FUND - 217: Established to account for receipt and disbursement of narcotic forfeitures received from County, State and Federal agencies pursuant to Section 11470 of State Health and Safety Code and Federal Statute 21USC Section 881.

DESCRIPTION OF FUNDS & FUND TYPES

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.

PROPOSITION 172 FUND - 202: Established to account for the receipt and disbursement of voter-approved one-half cent permanent increase in the State sales tax in November 1993. These revenues must be expended for public safety purposes.

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.

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).

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.

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 payment of the Lease Revenue Bonds, the 1991 Local Agency Revenue Bonds and the 2003 Refunding Revenue Bonds of the Corporation. The 1990 Lease Revenue Bonds provided for the construction of a fire station and senior center, and the reconstruction of Victoria Street. The 1991 Local Agency Revenue Bonds provided monies for the purchase of the Costa Mesa Community Facilities 1991 Special Tax Bonds. The 2003 Refunding Revenue Bonds provided for the refunding of the Costa Mesa City Hall and Public Safety Facilities, Inc. 1966 and 1988 Lease Revenue Bond issues.

REDEVELOPMENT DEBT SERVICE FUND - 370: To accumulate monies for payment of the 1993 Tax Allocation Refunding Bonds, the promissory note due upon demand to the City of Costa Mesa and other developer loans. All tax increments received are placed in this fund and are used to retire debt (bonded or loans) in accordance with the Health and Safety Code.

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).

CAPITAL OUTLAY FUND - 401: Established to account for the construction of capital facilities financed by the City's General Fund and any grant not accounted for in a special revenue fund.

MEASURE "M" REGIONAL FUND - 403: Established to account for competitive regional grant monies provided by the April 1991 voter-approved one-half percent sales tax for local transportation improvements.

MEASURE "M" TURNBACK FUND - 414: Established to account for the expenditure of the April 1991 voter-approved one-half percent sales tax for local transportation improvements.

DESCRIPTION OF FUNDS & FUND TYPES

REDEVELOPMENT PROJECTS FUND - 470: Established to account for financial resources to be used for acquisition or construction of major capital facilities within the Redevelopment Project Areas of Costa Mesa. Financing is to be provided by the Costa Mesa Redevelopment Agency.

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.

PROPRIETARY FUNDS

Proprietary funds are used to account for a government's business-type activities. Enterprise funds and internal service funds are considered proprietary funds. The City does not have an enterprise fund.

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 motorized 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.

THE CITY'S FLOW OF FUNDS STRUCTURE

REVENUE SOURCES:

Property Tax
Sales Tax
Transient Occupancy Tax
Other Taxes
Licenses & Permits
Fines & Forfeitures
Use of Money & Property
Fees & Charges
Revenues from Other Agencies

Gasoline Tax
Measure "M"
Park Development Fees
Drainage Assessment Fees
Traffic Impact Fees
Fire Protection System Dev. Fees
Grants

Internal Rent Charges
Workers' Compensation Charges
General Liability Charges
Unemployment Charges

**CITY'S GENERAL
FUND**

CAPITAL FUNDS

OTHER FUNDS

USES OF FUNDS:

General Operating Expenditures
(including debt service obligations)

Infrastructure
Repairs/Maintenance/Improvements
Permanent facilities
Environmental facilities

Maintenance & replacement of City's fleet
Payments for workers' compensation,
general liability and unemployment claims
against the City



Costa Mesa

SUMMARIES OF FINANCIAL DATA

SUMMARIES OF FINANCIAL DATA

FISCAL YEAR 2010-2011

CALCULATION OF PROJECTED FUND BALANCES
for the Fiscal Year Ending June 30, 2011

Fund Description	Projected Balances 07/01/10	Estimated Revenues FY 10-11	Adopted Operating Budget FY 10-11
General Fund*	\$ 29,516,155	\$ 83,187,650	\$ 94,485,285
Gas Tax Fund	3,892,739	2,989,805	-
Proposition 172 Fund	46,154	750,000	526,074
Air Quality Management District Fund (AQMD)	173,552	146,700	20,000
HOME Program Fund	-	771,888	771,888
Community Development Block Grant Fund (CDBG)	84,890	2,074,174	1,119,064
Park Development Fees Fund	-	25,000	-
Drainage Fees Fund	647,679	259,200	-
Supplemental Law Enforcement Services Fund	10,477	141,750	211,312
Traffic Impact Fees Fund	3,268,689	341,000	-
Narcotics Forfeiture Fund	172,114	179,000	108,000
Fire System Development Fees Fund	202,741	4,400	-
Subtotal Special Revenue Funds	\$ 8,499,035	\$ 7,682,917	\$ 2,756,338
Capital Improvement Fund	\$ 1,960,730	\$ 191,005	\$ -
Measure "M" Regional Fund	408,880	550,000	-
Measure "M" Turnback Fund	277,608	1,350,000	1,071,995
Vehicle Parking District 1&2 Funds	3,773	862	-
Subtotal Capital Projects Funds	\$ 2,650,991	\$ 2,091,867	\$ 1,071,995
Total Governmental Funds	\$ 40,666,181	\$ 92,962,434	\$ 98,313,618
Equipment Replacement Fund	\$ 7,309,292	\$ 85,000	\$ 2,115,163
Self Insurance Fund	6,420,421	3,327,349	3,166,185
Total Internal Service Funds	\$ 13,729,713	\$ 3,412,349	\$ 5,281,348
GRAND TOTAL	\$ 54,395,894	\$ 96,374,783	\$ 103,594,966

* Calculated projected balance 7/1/10 using: total unreserved fund balance from FY 08-09 CAFR, then subtracted estimated use of fund balance amount as presented at the March 2, 2010 budget review.

CITY OF COSTA MESA, CALIFORNIA

Adopted Capital Budget FY 10-11	Total Adopted Budget FY 10-11	Estimated Revenues Over (Under) Adopted Budget	Transfers In	Transfers Out	Projected Balances 06/30/11
\$ -	\$ 94,485,285	\$ (11,297,635)	\$ 1,976,064	\$ 100,000	\$ 20,094,584
1,800,000	1,800,000	1,189,805	-	-	5,082,544
-	526,074	223,926	-	-	270,080
28,995	48,995	97,705	-	-	271,257
-	771,888	-	-	-	-
1,040,000	2,159,064	(84,890)	-	-	-
-	-	25,000	-	-	25,000
440,000	440,000	(180,800)	-	-	466,879
-	211,312	(69,562)	100,000	-	40,915
-	-	341,000	-	-	3,609,689
-	108,000	71,000	-	200,000	43,114
-	-	4,400	-	-	207,141
\$ 3,308,995	\$ 6,065,333	\$ 1,617,584	\$ 100,000	\$ 200,000	\$ 10,016,619
\$ 226,005	\$ 226,005	\$ (35,000)	\$ -	\$ 1,591,064	\$ 334,666
-	-	550,000	-	-	958,880
283,588	1,355,583	(5,583)	-	-	272,025
-	-	862	-	-	4,635
\$ 509,593	\$ 1,581,588	\$ 510,279	\$ -	\$ 1,591,064	\$ 1,570,206
\$ 3,818,588	\$ 102,132,206	\$ (9,169,772)	\$ 2,076,064	\$ 1,891,064	\$ 31,681,409
\$ -	\$ 2,115,163	\$ (2,030,163)	\$ -	\$ 75,000	\$ 5,204,129
-	3,166,185	161,164	-	110,000	6,471,585
\$ -	\$ 5,281,348	\$ (1,868,999)	\$ -	\$ 185,000	\$ 11,675,714
\$ 3,818,588	\$ 107,413,554	\$ (11,038,771)	\$ 2,076,064	\$ 2,076,064	\$ 43,357,123

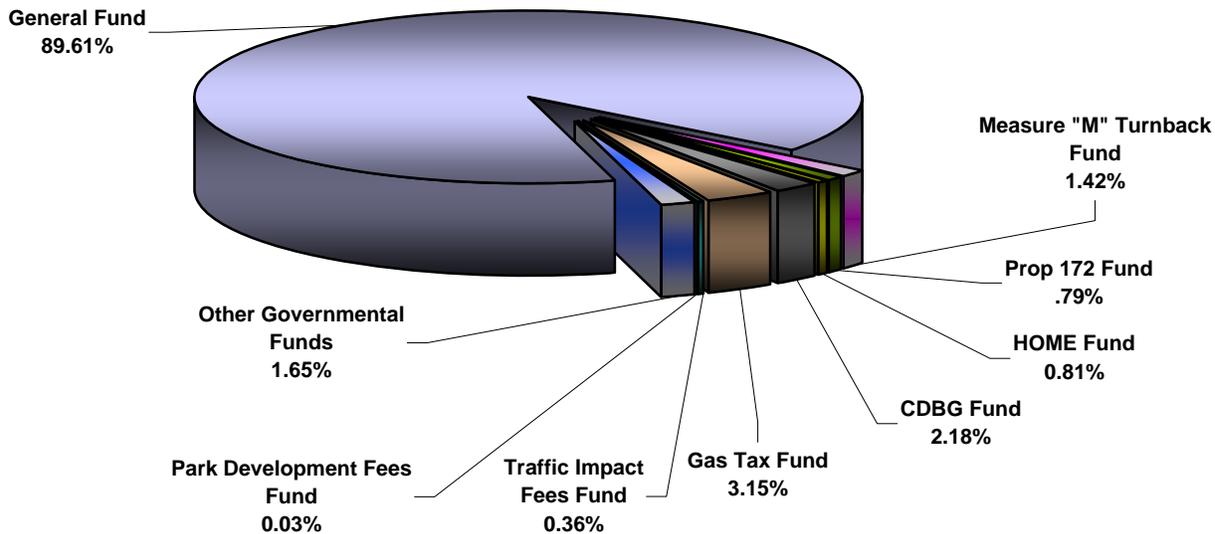
TOTAL RESOURCES & APPROPRIATIONS - ALL GOVERNMENTAL FUNDS

FISCAL YEAR 2010-2011

TOTAL RESOURCES - \$95,038,498

(Where Monies Come From)

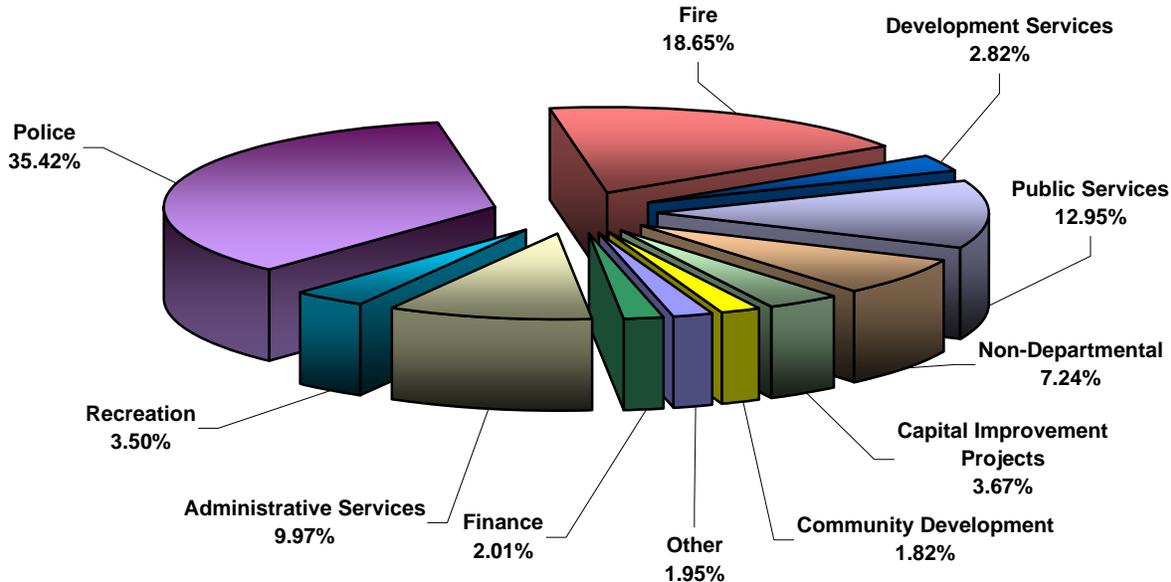
(Including Transfers In)



TOTAL APPROPRIATIONS - \$104,023,270

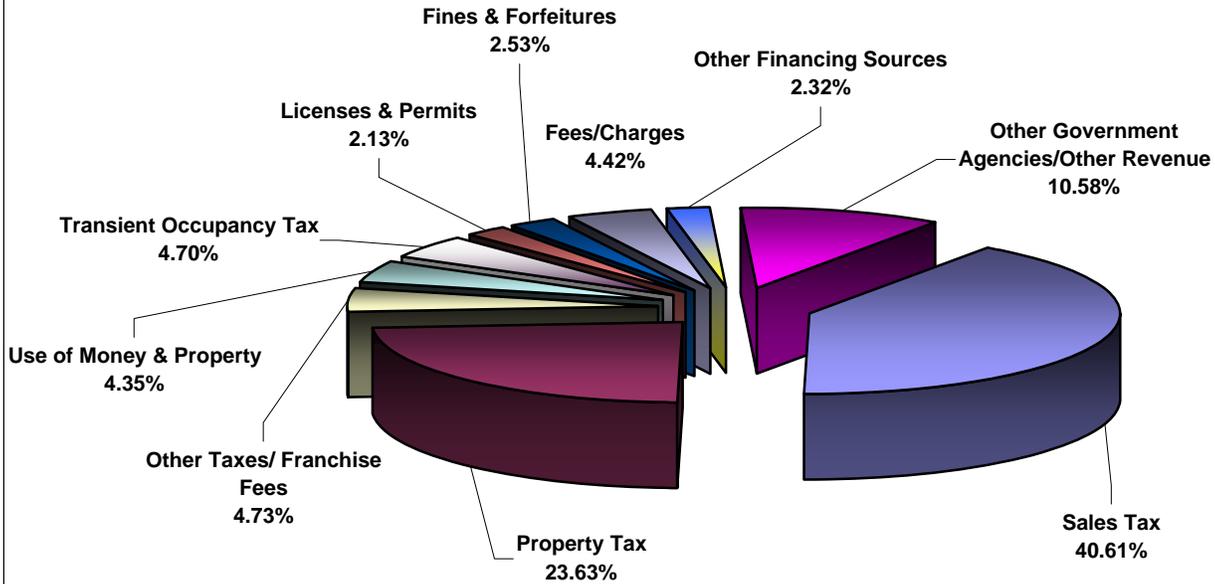
(Where Monies Go)

(Including Transfers Out)

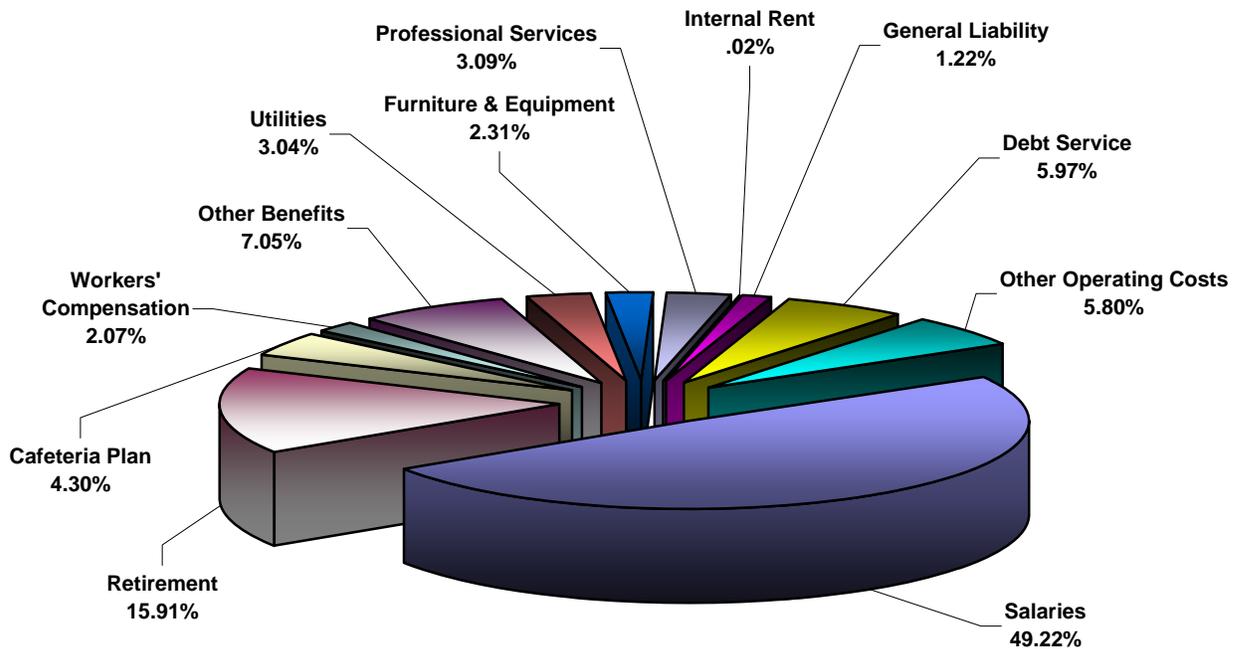


CITY OF COSTA MESA, CALIFORNIA
GENERAL FUND RESOURCES & APPROPRIATIONS
 FISCAL YEAR 2010-2011

GENERAL FUND RESOURCES - TOTAL \$85,163,714
 (Including Transfers In)



GENERAL FUND APPROPRIATIONS - TOTAL \$94,585,285



SCHEDULE OF INTERFUND TRANSFERS

FISCAL YEAR 2010-2011

<u>FUND</u>	<u>TRANSFERS IN</u>	<u>TRANSFERS OUT</u>
General Fund - 101	\$ 1,976,064	\$ 100,000 ¹
Prop 172 Fund - 202	-	-
Supplemental Law Enforcement Fund - 213	100,000	
Narcotics Forfeiture Fund - 217	-	200,000 ²
Capital Improvement Fund - 401	-	1,591,064 ³
Equipment Replacement Fund - 601	-	75,000 ⁴
Self-Insurance Fund - 602	-	110,000 ⁵
Total	<u>\$ 2,076,064</u>	<u>\$ 2,076,064</u>

¹ Funding of \$100,000 for support of Supplemental Law Enforcement Fund.

² Reimbursement transferred back to the General Fund for prior year advance.

³ Remaining funds from Police Facility Expansion Project transferred back to the General Fund.

⁴ Investment earnings transferred back to the General Fund.

⁵ Investment earnings transferred back to the General Fund.

**FOUR-YEAR BUDGET SUMMARY
ALL FUNDS (INCLUDING TRANSFERS)**

FISCAL YEARS 2007-2008 THROUGH 2010-2011

The following is a four-year budget summary that includes all governmental and proprietary funds. The summary presentation excludes the City's Redevelopment Agency. The \$10.3 million decrease in taxes is related to the current economic condition Property Tax revenues compared to FY 08-09 Adopted. The \$2.1 million decrease in Intergovernmental reflects a reduction of grants and other funds for capital improvement projects. The \$2.1 million decrease in Charges for Services reflects a reduction of internal rent charges for the fiscal year. Excess appropriations over total estimated resources will be funded from available fund balances.

Revenues & Other Sources	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
Taxes	78,406,102	70,445,174	72,879,795	64,329,832
Licenses & Permits	2,464,624	1,284,769	1,700,500	1,510,500
Fines & Forfeits	3,068,572	3,127,292	3,462,000	2,330,000
Intergovernmental	26,889,177	26,382,175	16,705,103	16,696,122
Charges for Services	10,514,915	10,677,609	9,773,491	6,985,399
Rental	2,822,724	2,881,667	2,893,400	2,622,500
Investment Income	5,726,380	976,625	4,104,015	1,562,330
Miscellaneous	1,719,315	2,652,218	1,383,610	338,100
Lease Proceeds	-	900,000	-	-
Transfers In	3,465,203	882,775	1,443,000	2,076,064
Total Revenues & Other Sources	\$ 135,077,012	\$ 120,210,304	\$ 114,344,914	\$ 98,450,847
<u>Expenditures & Other Uses</u>				
Protection of Persons & Property	65,908,973	67,549,141	64,100,423	57,509,220
Community Health & Environment	10,770,390	11,030,264	10,367,886	8,384,283
Transportation	8,179,699	8,110,474	7,779,640	6,346,349
Leisure & Community Services	3,880,263	3,992,032	3,745,067	3,636,162
General Government Support	30,871,326	25,862,081	22,477,133	22,081,952
Capital Improvement Projects	19,751,574	21,121,382	4,864,020	3,818,588
Debt Service:				
Principal Payments*	4,072,687	3,773,687	2,629,843	3,885,904
Interest Payments*	2,085,714	1,946,124	753,773	1,751,096
Transfers Out*	3,465,203	1,713,780	1,543,000	2,076,064
Total Expenditures & Other Uses	\$ 148,985,829	\$ 145,098,965	\$ 118,260,785	\$ 109,489,618
Estimated Ending Balances	\$ (13,908,817)	\$ (24,888,661)	\$ (3,915,871)	\$ (11,038,771)

* Included under General Government Support in other presentations in the document.



REVENUE SUMMARIES

FISCAL YEAR 2010-2011

CITY OF COSTA MESA, CALIFORNIA

REVENUE & OTHER FINANCING SOURCES
 FROM FISCAL YEAR 2007-2008 THROUGH FISCAL YEAR 2010-2011

FUND/ACCT DESCRIPTION	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 09-10 Revised	FY 10-11 Adopted
Fund 101 - General Fund					
Property Tax - Secured	\$ 18,402,026	\$ 19,318,327	\$ 20,250,000	\$ 20,250,000	\$ 18,500,000
Property Tax - Unsecured	823,861	844,473	800,000	800,000	750,000
Property Tax - Supplemental	713,310	358,708	400,000	400,000	250,000
Property Tax - Homeowners	175,676	173,626	170,000	170,000	170,000
Delinquent Tax - Penalties/Int	143,465	219,151	175,000	175,000	250,000
Property Transfer Tax	459,336	287,855	250,000	250,000	200,000
Sales & Use Tax	34,010,008	27,678,291	30,374,000	26,565,000	26,334,000
Sales Tax In-Lieu	11,980,420	10,980,964	9,500,000	7,250,000	8,250,000
Transient Occupancy Tax	5,791,003	4,719,158	5,200,000	4,060,000	4,000,000
Electric Franchise Fee	1,345,697	1,326,555	1,350,000	1,350,000	1,350,000
Cable TV Franchise Fee	843,845	955,649	850,000	850,000	900,000
PEG Cable Franchise Fee	167,942	182,624	160,000	160,000	175,000
Gas Franchise Fee	326,191	380,855	325,000	325,000	350,000
Solid Waste Hauler Franchise Fee	1,362,842	1,328,488	1,325,000	1,325,000	1,250,000
Business License	932,278	860,491	900,000	900,000	850,000
Total Taxes	\$ 77,477,900	\$ 69,615,215	\$ 72,029,000	\$ 64,830,000	\$ 63,579,000
Dog License	\$ 30,541	\$ 33,223	\$ 30,000	\$ 35,000	\$ 30,000
Fire Permits	78,371	68,771	170,000	70,000	80,000
Building Permits	684,865	419,983	480,000	500,000	480,000
Electrical Permits	158,100	65,225	95,000	70,000	70,000
Plumbing/Mechanical Permits	170,747	58,908	95,000	70,000	70,000
Street Permits	184,485	135,050	150,000	150,000	100,000
Special Business Permits	380	615	500	500	500
Home Occupation Permits	15,615	15,840	19,000	19,000	19,000
Operator's Permits	1,015	3,910	1,000	1,000	1,000
Other Permits	165,145	153,628	110,000	110,000	110,000
Total Licenses & Permits	\$ 1,489,264	\$ 955,153	\$ 1,150,500	\$ 1,025,500	\$ 960,500
Municipal Code Violations	\$ 96,210	\$ 131,628	\$ 100,000	\$ 100,000	\$ 100,000
Vehicle Code Violations	1,170,825	1,192,965	1,150,000	1,150,000	800,000
Parking Citations	1,059,149	1,116,362	1,000,000	1,100,000	1,000,000
Illegal Sign Removal	(20)	-	-	-	-
Shopping Cart Retrieval	17,910	14,565	14,000	14,000	5,000
Red Light Camera Violations	568,931	495,952	1,098,000	500,000	250,000
Total Fines & Forfeitures	\$ 2,913,005	\$ 2,951,472	\$ 3,362,000	\$ 2,864,000	\$ 2,155,000

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2007-2008 THROUGH FISCAL YEAR 2010-2011

FUND/ACCT DESCRIPTION	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 09-10 Revised	FY 10-11 Adopted
Fund 101 - General Fund (continued)					
Investment Earnings	\$ 1,890,531	\$ (283,728)	\$ 1,322,000	\$ 822,000	\$ 175,000
GASB 31 Adjustment	216,334	565,579	-	-	-
Interest Earned - CMRA Note	948,435	920,333	890,000	890,000	857,000
Other Interest	178,916	27,180	90,000	30,000	50,000
Buildings/Grounds, Rental	132,178	191,389	130,000	130,000	200,000
Rental - Downtown Comm. Center	9,714	6,716	6,900	6,900	9,000
Rental - Balearic Center	38,918	30,115	19,000	19,000	25,000
Rental - Neighborhood Comm. Ctr.	210,468	152,849	184,000	144,000	140,000
Rental - Fields	116,758	124,960	112,500	162,500	120,000
Rental - Tennis	32,518	28,576	28,500	28,500	28,500
Rental - Golf Course Operations	2,178,624	2,222,675	2,312,500	2,212,500	2,000,000
Rental - Bus Shelter Ads	103,546	124,387	100,000	100,000	100,000
Total Use of Money & Property	\$ 6,056,940	\$ 4,111,031	\$ 5,195,400	\$ 4,545,400	\$ 3,704,500
Motor Vehicle In-Lieu Tax	\$ 504,441	\$ 389,159	\$ 300,000	\$ 200,000	200,000
Vehicle License Fee Swap - Property Tax	8,651,423	8,826,768	8,750,000	8,750,000	8,000,000
FEMA - Disaster Reimbursement	10,278	7,227	-	-	-
Other Federal Grants	171,093	124,299	-	36,526	-
POST Reimbursements	99,104	33,268	50,000	50,000	40,000
Custody Officers Training	975	-	5,500	-	-
Used Oil Recycling Grant	-	6,202	-	-	-
Beverage Container Program	30,067	33,902	-	-	-
SB 90 - State Mandated Costs	127,064	23,203	50,000	60,000	50,000
Other State Grants	11,748	383,247	61,388	61,388	-
OCTA - SAAV	33,111	48,418	25,000	25,000	25,000
Other County Grants	188,392	73,160	75,000	75,000	77,500
Reimbursement - ABLE	358,393	373,307	342,300	430,669	300,000
Total Other Govt. Agencies	\$ 10,186,089	\$ 10,322,160	\$ 9,659,188	\$ 9,688,583	\$ 8,692,500
Zoning/Variance/CUP Fees	\$ 155,626	\$ 108,675	\$ 130,000	\$ 75,000	\$ 60,000
Subdivision Map Fees	37,250	7,935	6,000	2,000	2,000
Environmental Impact Fees	5,402	1,570	2,750	2,750	2,750
Plan Checking Fee	387,691	212,972	200,000	250,000	200,000
Vacation/Abandonment of ROW	600	450	600	600	500

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2007-2008 THROUGH FISCAL YEAR 2010-2011

FUND/ACCT DESCRIPTION	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 09-10 Revised	FY 10-11 Adopted
Fund 101 - General Fund (continued)					
Source Reduction/Recycling	\$ 8,190	\$ 7,930	\$ 8,700	\$ 8,700	\$ 8,700
Special Policing Fees	455,901	474,026	400,000	450,000	420,000
Vehicle Storage/Impound Fees	471,420	444,210	450,000	450,000	375,000
Repo Vehicle Release Fee	2,510	2,535	2,000	2,000	2,000
DUI/Emergency Response	65,989	70,599	110,000	110,000	100,000
Jail Booking Fees - City	312,709	(75,140)	210,000	210,000	210,000
Jail Booking Fees - County	911	-	-	-	-
Police False Alarms	292,785	385,642	367,000	367,000	300,000
Fingerprinting	42,770	38,445	43,000	43,000	40,000
Animal Pound Fees	383	125	100	100	100
Fire Inspections	4,700	7,095	81,500	6,500	11,000
Hazmat Disclosure Fee	71,700	73,030	153,900	103,900	100,000
EMS - First Responder Fee	-	226,210	460,920	410,920	300,000
Paramedic Fee - Advanced	182,920	33,085	-	50,000	50,000
Medical Supply Reimbursement	156,573	93,727	163,850	138,850	100,000
Fire False Alarms	19,693	22,075	21,000	21,000	20,000
Accident Cost Recovery			-	50,000	60,000
Dispatch/Phone Svc. in 911 Center	8,013	7,350	7,400	7,400	7,400
Park Permits	31,183	39,730	30,000	30,000	30,000
Park Improvements	6,694	5,781	6,000	6,000	-
Youth Sports - Basketball & Football	-	-	-	-	26,300
Recreation - Aquatics	69,779	75,919	86,000	86,000	75,000
Recreation - Day Camp	167,080	167,837	203,000	203,000	170,000
Playgrounds	669	2,089	2,400	4,400	3,000
Special Events	18,210	21,997	350	35,350	650
Recreation - Early Childhood	110,548	109,127	119,400	119,400	110,000
Instructional Classes	570,777	571,269	558,000	583,000	620,000
Recreation - Basketball	33,282	27,558	42,000	32,000	35,000
Recreation - Softball	121,392	128,482	112,000	132,000	130,000
Teen Camp	16,725	26,965	14,000	24,000	32,400
Family Night/Kids Night	2,991	4,034	5,100	5,100	-
Other Adult Sports	-	-	7,500	-	-
Adult Open Gym	6,393	5,104	-	-	-
Photocopies	2,577	2,343	670	2,670	2,000

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2007-2008 THROUGH FISCAL YEAR 2010-2011

FUND/ACCT DESCRIPTION	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 09-10 Revised	FY 10-11 Adopted
Fund 101 - General Fund (continued)					
Police Reports	\$ 35,786	\$ 34,991	\$ 31,500	\$ 31,500	\$ 33,000
Police Clearance Letters	3,230	3,675	3,000	3,000	3,000
Sale - Maps & Publications	20,060	20,136	12,500	12,500	12,500
Sale - Miscellaneous Supplies	608	745	750	750	750
Central Services Reimb	117,368	101,654	125,000	125,000	100,000
Charges for Other Services	3,208	24,430	15,000	15,000	15,000
Special Assessments	-	12,737	-	-	-
Total Fees & Charges	\$ 4,022,296	\$ 3,529,149	\$ 4,192,890	\$ 4,210,390	\$ 3,768,050
Contributions	\$ 2,000	\$ 9,506	\$ 2,500	\$ 2,500	\$ 2,500
Sponsorship Naming Rights	33,480	33,480	30,000	30,000	30,000
Reimb. - Const. Permit Insp. Fees	94	-	500	300,000	500
Reimb. - Overtime Construction	-	-	100	100	100
Damage to City Property	(4,807)	57,387	30,000	55,000	30,000
Civil Subpoena Costs	5,527	13,783	3,500	10,500	10,000
Settlements	-	2,000	-	-	-
Other Reimbursements	392,770	1,383,566	1,252,010	200,000	200,000
Sale - Other Equipment	6,714	6,267	5,000	5,000	5,000
Other	740,019	543,695	50,000	50,000	50,000
Total Other Revenues	\$ 1,175,797	\$ 2,049,684	\$ 1,373,610	\$ 653,100	\$ 328,100
Total Revenues	\$ 103,321,291	\$ 93,533,864	\$ 96,962,588	\$ 87,816,973	\$ 83,187,650
Operating Transfers In	\$ 2,073,195	\$ 220,843	\$ 793,000	\$ 2,879,004	\$ 1,976,064
Total Other Financing Sources	\$ 2,073,195	\$ 220,843	\$ 793,000	\$ 2,879,004	\$ 1,976,064
Total Fund 101	\$ 105,394,486	\$ 93,754,707	\$ 97,755,588	\$ 90,695,977	\$ 85,163,714
Fund 201 - Gas Tax					
Investment Earnings	\$ 389,115	\$ (42,432)	\$ 245,000	\$ 245,000	\$ 70,000
Gas Tax - 2105	513,898	783,868	475,000	475,000	600,000
Gas Tax - 2106	316,409	491,707	275,000	275,000	375,000
Gas Tax - 2107.1	686,877	1,047,688	600,000	600,000	800,000
Gas Tax - 2107.5	10,000	10,000	10,000	10,000	10,000
Traffic Congestion Relief Fund	-	969,284	1,077,900	1,077,900	1,134,805
AHRP Grant	3,032,407	1,185,125	-	-	-
Total Fund 201	\$ 4,948,706	\$ 4,445,240	\$ 2,682,900	\$ 2,682,900	\$ 2,989,805

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2007-2008 THROUGH FISCAL YEAR 2010-2011

FUND/ACCT DESCRIPTION	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 09-10 Revised	FY 10-11 Adopted
<u>Fund 202 - Prop 172</u>					
Sales Tax - Public Safety	\$ 927,417	\$ 829,159	\$ 850,000	\$ 850,000	\$ 750,000
Investment Earnings	(108)	1,051	-	-	-
Total Revenues	\$ 927,309	\$ 830,210	\$ 850,000	\$ 850,000	\$ 750,000
Operating Transfers In	\$ -	\$ 460,000	\$ 650,000	\$ 650,000	\$ -
Total Other Financing Sources	\$ -	\$ 460,000	\$ 650,000	\$ 650,000	\$ -
Total Fund 202	\$ 927,309	\$ 1,290,210	\$ 1,500,000	\$ 1,500,000	\$ 750,000
<u>Fund 203 - Air Quality</u>					
Investment Earnings	\$ 30,891	\$ (3,079)	\$ 25,700	\$ 25,700	\$ 6,700
AB 2766 - AQMD	135,924	133,271	140,000	140,000	140,000
Other Reimbursements	-	9,863	-	-	-
Total Fund 203	\$ 166,815	\$ 140,055	\$ 165,700	\$ 165,700	\$ 146,700
<u>Fund 205 - HOME</u>					
Investment Earnings	\$ -	\$ -	\$ -	\$ -	\$ -
Lien/Loan Repayment	-	78,949	-	-	-
HOME Invest/Partnership Grant	564,339	851,381	761,235	761,235	771,888
Total Fund 205	\$ 564,339	\$ 930,330	\$ 761,235	\$ 761,235	\$ 771,888
<u>Fund 207 - CDBG</u>					
Investment Earnings	\$ -	\$ 5,303	\$ -	\$ -	\$ -
Lien/Loan Repayment	22,218	18,055	-	-	-
Community Dev. Block Grant	1,198,398	1,561,385	1,361,264	1,361,264	2,074,174
Buildings/Grounds, Rental	-	-	-	-	-
Other Reimbursements	6,415	1,654	-	-	-
Total Revenues	\$ 1,227,031	\$ 1,586,397	\$ 1,361,264	\$ 1,361,264	\$ 2,074,174
Operating Transfers In	\$ 92,008	\$ 99,309	\$ -	\$ -	\$ -
Total Other Financing Sources	\$ 92,008	\$ 99,309	\$ -	\$ -	\$ -
Total Fund 207	\$ 1,319,039	\$ 1,685,706	\$ 1,361,264	\$ 1,361,264	\$ 2,074,174
<u>Fund 208 - Park Development</u>					
Investment Earnings	\$ 139,348	\$ (48,711)	\$ 105,500	\$ 105,500	\$ 25,000
Other State Grants	-	-	-	-	-
Park Development Fees	65,204	10,829	-	-	-
Total Fund 208	\$ 204,552	\$ (37,882)	\$ 105,500	\$ 105,500	\$ 25,000

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2007-2008 THROUGH FISCAL YEAR 2010-2011

FUND/ACCT DESCRIPTION	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 09-10 Revised	FY 10-11 Adopted
<u>Fund 209 - Drainage Fees</u>					
Investment Earnings	\$ 28,923	\$ 39,031	\$ 25,500	\$ 25,500	\$ 9,200
Drainage Assessment Fees	289,337	212,488	250,000	250,000	250,000
Total Fund 209	\$ 318,260	\$ 251,519	\$ 275,500	\$ 275,500	\$ 259,200
<u>Fund 213 - SLESF</u>					
Investment Earnings	\$ 4,677	\$ (1,027)	\$ 2,600	\$ 2,600	\$ -
Citizens' Option for Public Safety (COPS)	218,840	109,171	100,000	100,000	141,750
Total Revenues	\$ 223,517	\$ 108,144	\$ 102,600	\$ 102,600	\$ 141,750
Operating Transfers In	\$ -	\$ 37,228	\$ -	\$ -	\$ 100,000
Total Other Financing Sources	\$ -	\$ 37,228	\$ -	\$ -	\$ 100,000
Total Fund 213	\$ 223,517	\$ 145,372	\$ 102,600	\$ 102,600	\$ 241,750
<u>Fund 214 - Traffic Impact Fees</u>					
Investment Earnings	\$ 357,935	\$ (125,105)	\$ 256,000	\$ 256,000	\$ 41,000
OCTA Regional Grant	-	204,393	-	-	-
Traffic Impact Fees	620,819	106,299	300,000	300,000	300,000
Other Reimbursements	-	-	-	-	-
Total Fund 214	\$ 978,754	\$ 185,587	\$ 556,000	\$ 556,000	\$ 341,000
<u>Fund 216 - Rental Rehab</u>					
Investment Earnings	\$ 2,509	\$ (374)	\$ 3,370	\$ 3,370	\$ -
Total Fund 216	\$ 2,509	\$ (374)	\$ 3,370	\$ 3,370	\$ -
<u>Fund 217 - Narcotic Seizure</u>					
Asset Forfeiture - DOJ	\$ 96,123	\$ 116,147	\$ -	\$ -	\$ 100,000
Asset Forfeiture - County/Other	57,225	43,344	70,000	70,000	70,000
Investment Earnings	10,846	(1,033)	6,150	6,150	4,000
Regional Narc Suppression Program	-	-	25,000	25,000	-
High Intensity Drug Trafficking	2,219	16,329	5,000	5,000	5,000
Total Fund 217	\$ 166,413	\$ 174,787	\$ 106,150	\$ 106,150	\$ 179,000
<u>Fund 218 - Fire System Dev.</u>					
Investment Earnings	\$ 19,188	\$ (952)	\$ 15,200	\$ 15,200	\$ 4,400
Fire Protection System Dev. Fees	-	-	-	-	-
Total Fund 218	\$ 19,188	\$ (952)	\$ 15,200	\$ 15,200	\$ 4,400

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2007-2008 THROUGH FISCAL YEAR 2010-2011

FUND/ACCT DESCRIPTION	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 09-10 Revised	FY 10-11 Adopted
<u>Fund 219 - LLEBG</u>					
Local Law Enforcement Block Grant	\$ -	\$ 15,342	\$ -	\$ -	\$ -
Total Fund 219	\$ -	\$ 15,342	\$ -	\$ -	\$ -
<u>Fund 401 - Capital Outlay</u>					
Lien/Loan Repayment	\$ -	\$ 26,008	\$ -	\$ -	\$ -
Investment Earnings	197,916	30,915	121,000	121,000	35,000
Other Federal Grants	-	-	-	-	156,005
State Park Bond Act Grant	1,034,800	-	-	-	-
Other State Grants	2,039,994	2,316,847	-	-	-
Other	211,158	190,943	-	-	-
Total Revenues	\$ 3,483,868	\$ 2,564,713	\$ 121,000	\$ 121,000	\$ 191,005
Operating Transfers In	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -
Total Fund 401	\$ 4,783,868	\$ 2,564,713	\$ 121,000	\$ 121,000	\$ 191,005
<u>Fund 403 - Measure M Regional</u>					
Investment Earnings	\$ 519,512	\$ (104,641)	\$ 402,700	\$ 402,700	\$ 50,000
Measure "M" Turnback	2,198,280	1,405,375	1,995,516	1,995,516	-
Measure "M" Regional Grant	4,263,029	4,774,372	250,000	250,000	500,000
OCTA Growth Mgmt. Area Grant	162,000	-	-	-	-
Other County Grants	116,735	-	-	-	-
Other Reimbursements	-	-	-	-	-
Other	-	-	-	-	-
Total Fund 403	\$ 7,259,556	\$ 6,075,106	\$ 2,648,216	\$ 2,648,216	\$ 550,000
<u>Fund 414 - Measure M Turnback</u>					
Investment Earnings	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Measure "M" Turnback	-	-	-	-	1,300,000
Total Fund 414	\$ -	\$ -	\$ -	\$ -	\$ 1,350,000
<u>Fund 409 - Veh Prkg Dist. 1</u>					
Property Tax - Secured	\$ 399	\$ 405	\$ 410	\$ 410	\$ 420
Property Tax - Unsecured	17	17	20	20	20
Property Tax - Supplemental	15	7	10	10	5
Property Tax - Homeowners	4	3	-	-	3
Delinquent Tax - Penalties/Int	3	5	-	-	3
Investment Earnings	578	(162)	245	245	15
Total Fund 409	\$ 1,016	\$ 275	\$ 685	\$ 685	\$ 466

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2007-2008 THROUGH FISCAL YEAR 2010-2011

FUND/ACCT DESCRIPTION	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 09-10 Revised	FY 10-11 Adopted
<u>Fund 410 - Veh Prkg Dist. 2</u>					
Property Tax - Secured	\$ 316	\$ 336	\$ 325	\$ 325	\$ 350
Property Tax - Unsecured	13	14	20	20	20
Property Tax - Supplemental	12	6	10	10	5
Property Tax - Homeowners	3	3	-	-	3
Delinquent Tax - Penalties/Int	3	4	-	-	3
Investment Earnings	98	6	50	50	15
Total Fund 410	\$ 445	\$ 369	\$ 405	\$ 405	\$ 396
<u>Fund 601 - Equipment Replacement</u>					
Investment Earnings	\$ 328,859	\$ 11,245	\$ 260,000	\$ 100,000	\$ 75,000
Rental of Automotive Equip	3,176,276	3,878,367	2,114,740	-	-
Damage to City Property	15,325	47,580	-	-	-
Sale of Automotive Equipment	50,960	107,589	10,000	10,000	10,000
Total Revenues	\$ 3,571,420	\$ 4,044,781	\$ 2,384,740	\$ 110,000	\$ 85,000
Operating Transfers In	\$ -	\$ 65,395	\$ -	\$ -	\$ -
Total Other Sources	\$ -	\$ 65,395	\$ -	\$ -	\$ -
Total Fund 601	\$ 3,571,420	\$ 4,110,176	\$ 2,384,740	\$ 110,000	\$ 85,000
<u>Fund 602 - Self Insurance</u>					
Investment Earnings	\$ 461,877	\$ (12,774)	\$ 333,000	\$ 333,000	\$ 110,000
General Liability Premiums	1,185,276	1,122,156	1,144,535	1,144,535	1,169,540
Workers' Comp. Premiums	2,085,913	2,102,163	2,272,511	2,272,511	2,001,356
Unemployment Premiums	45,154	45,774	48,815	48,815	46,453
Other Reimbursements	448,600	322,699	-	-	-
Total Fund 602	\$ 4,226,820	\$ 3,580,018	\$ 3,798,861	\$ 3,798,861	\$ 3,327,349
TOTAL REVENUES	\$ 131,611,809	\$ 118,427,529	\$ 112,901,914	\$ 101,481,559	\$ 96,374,783
TOTAL OTHER SOURCES	\$ 3,465,203	\$ 882,775	\$ 1,443,000	\$ 3,529,004	\$ 2,076,064
GRAND TOTAL ALL FUNDS	\$ 135,077,012	\$ 119,310,304	\$ 114,344,914	\$ 105,010,563	\$ 98,450,847

SALES & USE TAX

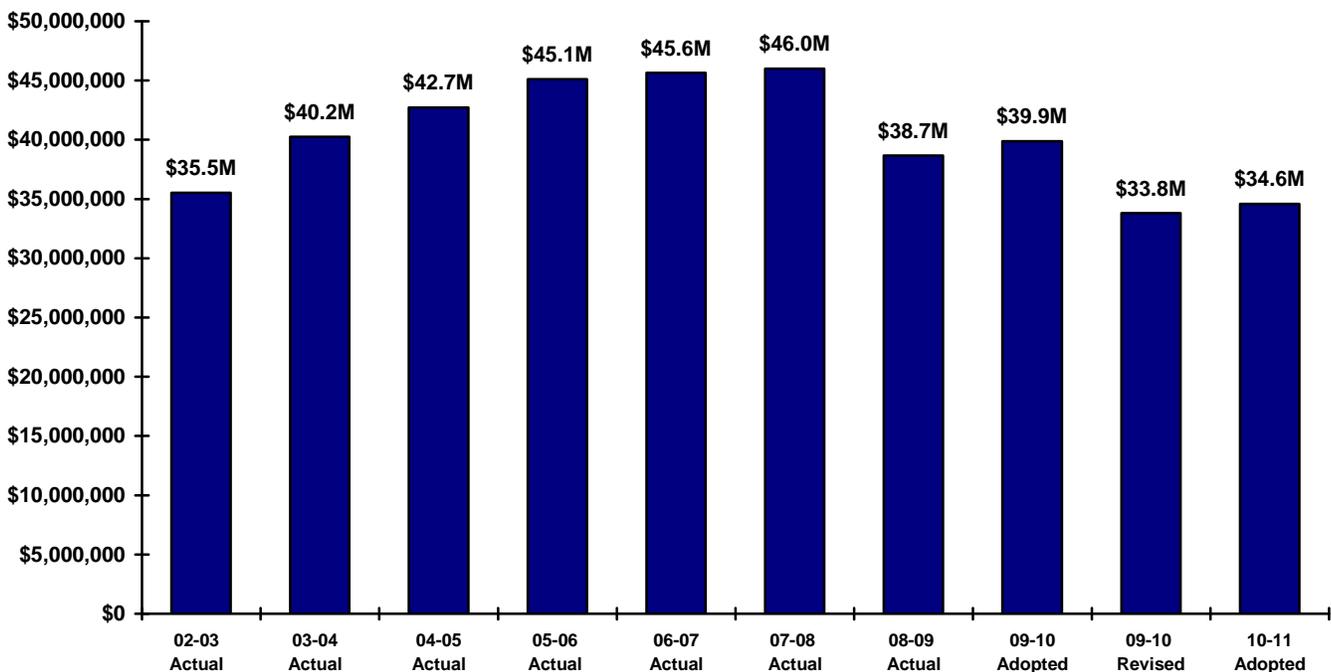
Sales Tax is imposed on retailers selling tangible personal property in California. The Use Tax is imposed on the user of a product purchased out-of-state and delivered for use in California. The Sales & Use Tax rate for Orange County is 8.75% and is broken down as follows:

State General Fund	6.00%
City/County Local Tax	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)	<u>0.50%</u>
Total Rate	<u>8.75%</u>

Sales & Use Tax represents Costa Mesa's single largest revenue source estimated at \$34.6 million or 41.57% of the total General Fund revenues projected for FY 10-11. This amount represents a decrease of \$5.3 million or 13.27% from the adopted estimate in FY 09-10, but an increase of \$769,000 or 2.27% from the mid-year revised estimate. This change in revenue is directly attributed to the continued down turn of the economy. The City is estimating Sales Tax revenue will begin leveling off when the economy begins to rebound.

Also, included as part of the \$34.6 million estimate is \$8.25 million backfill from the State in the form of property taxes (accounted for as Sales Tax In-Lieu). This backfill from the State is the result of the “triple flip”, which was approved by the voters in 2004 under Proposition 57 to finance the State’s Fiscal Recovery Bonds. Under this Proposition, the State took one fourth of the local agencies’ sales tax and backfilled it with a like amount in property taxes from the Educational Revenue Augmentation Fund (ERAF). The State estimates the “triple flip” to continue for 13 years or until the bonds are paid off.

The State Board of Equalization administers the sales tax and remits to local governments: 30% for the first month of each quarter, another 30% the following month, and 40% at the end of the quarter with a “clean-up” payment. The backfill portion is remitted only twice a year, in January and May, and a final “clean-up” in January of the following fiscal year. Costa Mesa’s sales tax base remains strong with South Coast Plaza; the Harbor Blvd. of Cars; a host of other retailers throughout the City; a variety of restaurants and hotels; and major businesses and industries located within the City.



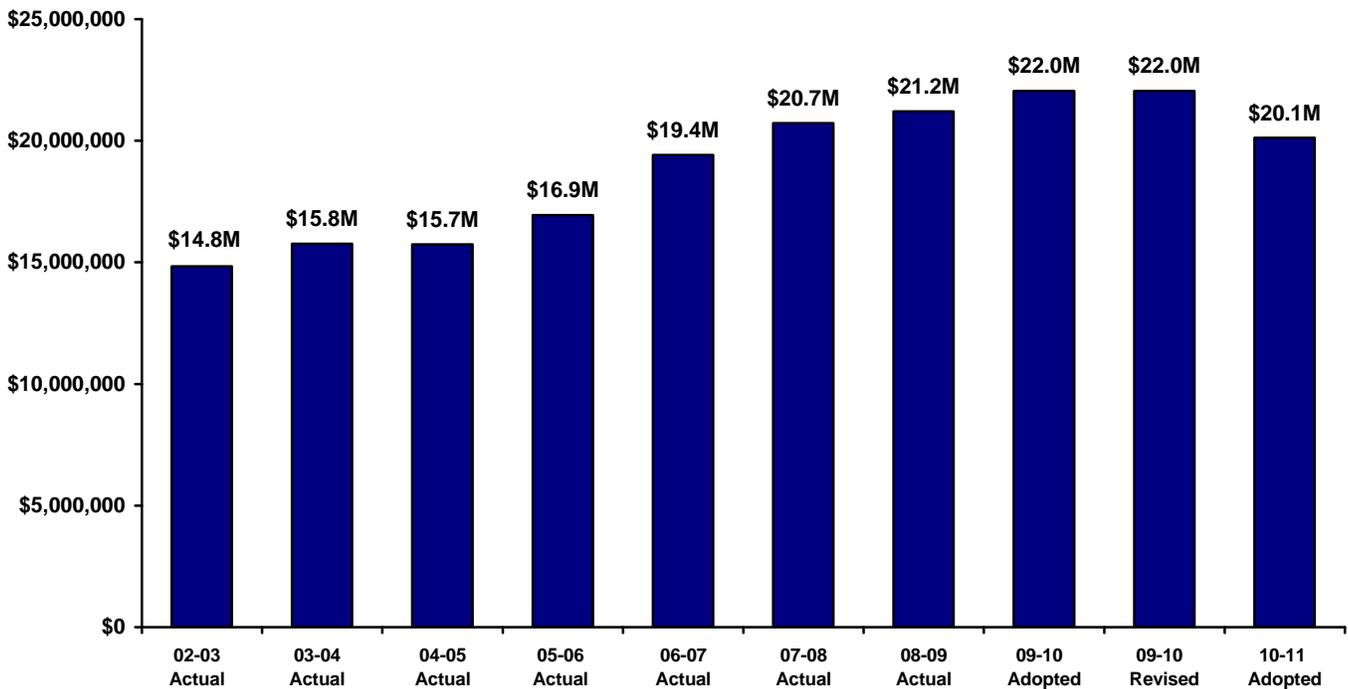
PROPERTY TAX

Property Tax is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (movable property) located within the State, based on the property value rather than on a fixed amount or benefit. Properties are distinguished as secured and unsecured (property for which the value of the lien is not sufficient to assure payment of the tax). Article XIII A of the State Constitution limits the real property tax rate to 1% of the property’s assessed value plus rates imposed to fund indebtedness approved by the voters. The City of Costa Mesa’s share of the 1% is equivalent to 15 cents for every \$1.00 collected by the County for property taxes. With the passage of Prop 13 in 1978, assessed valuations are limited to a 2% CPI increase each year when the CPI index exceeds 2%.

Costa Mesa’s property tax base is made up of both residential and industrial properties. Many residential homes were built during the 1960’s and 1970’s, and include a large portion of long time residents. Because of this dynamic and the Prop 13 restriction to assessed values, the assessed value of many properties is still far less than market value. Over the past couple of years as market values have declined, the City has benefited from positive Prop 13 CPI adjustment factors to properties where the assessed value was still lower than the market value. These positive adjustments have balanced any reductions to properties previously assessed higher than the current market value.

For FY 10-11, estimated revenue from Property Taxes is \$20.1 million, which represents 24.19% of the total General Fund revenue, and a decrease of \$1.9 million or 8.73% under the adopted revenue in FY 09-10. The estimated decline is due to a negative .0237% Prop 13 CPI adjustment. This is the first time since Prop 13 was enacted (34 years ago) where there is a negative CPI adjustment factor. Because of this negative adjustment, the City is expecting only a little less revenue from properties where the assessed value will still be lower than market value, but a greater decline from properties where the previously assessed value is higher than the market value.

Included in the estimates are Supplemental Taxes at \$250,000; Homeowner’s Exemption (\$7,000 of assessed value is exempt from property tax, which is made up by State subvention) at \$170,000; and \$200,000 derived from Property Transfers (assessed at 55 cents for every \$500 of market value at the time of transfer – half of this amount or 27.5 cents goes to the County).

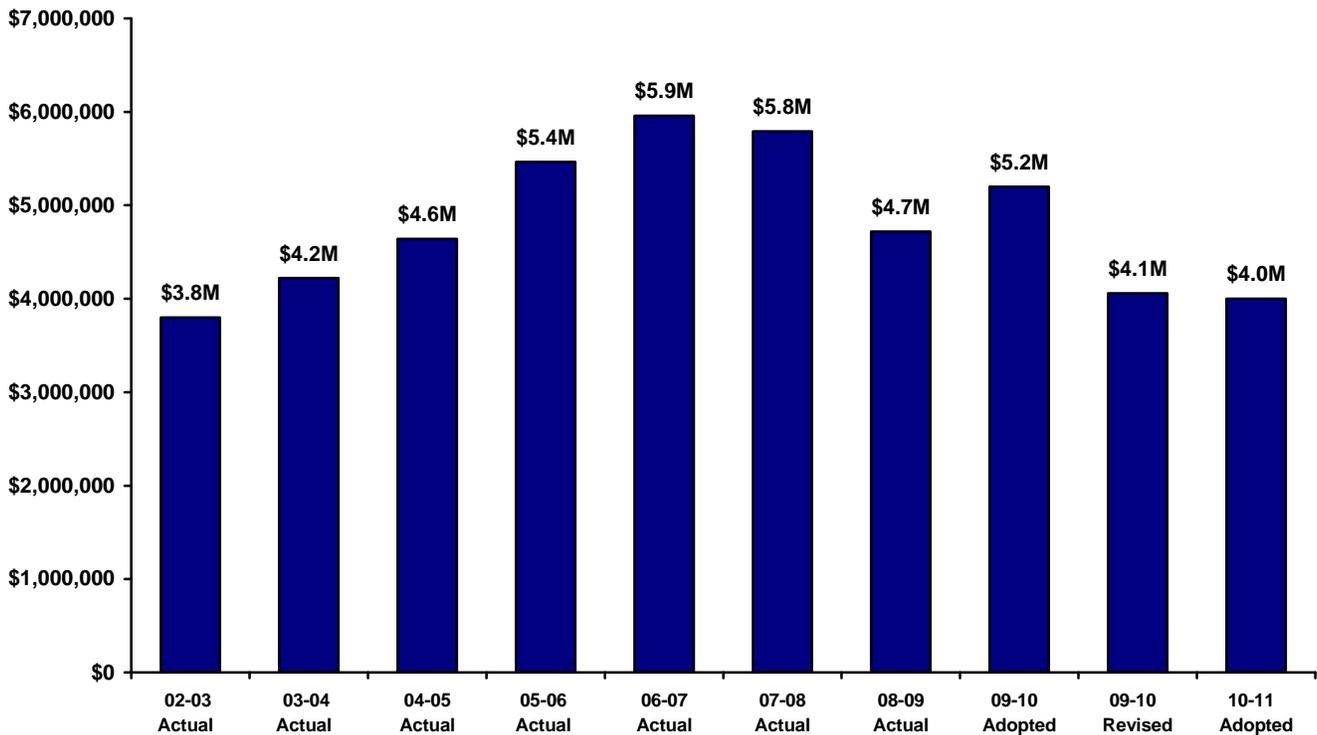


TRANSIENT OCCUPANCY TAX

Transient Occupancy Tax (TOT) is imposed on persons staying 30 days or less in a hotel, inn, motel, tourist home or other lodging facilities. The City's current rate is 6%. The Business Improvement Area (BIA), comprised of ten hotels within the City, imposes an additional 2%. The amount collected from the additional 2% is remitted to the Costa Mesa Conference and Visitor's Bureau to promote travel and tourism throughout the City. Thirty-two hotels/lodging facilities are located within the City.

TOT is the City's fourth largest revenue source. For FY 10-11, estimated revenue from TOT is \$4.0 million, which represents 4.80% of the total General Fund revenue. The projected amount reflects a decrease of \$1.2 million or 23.08% from the adopted in FY 09-10, but only a decrease of \$60,000 or 1.15% from the mid-year revised estimate. This reduction is due to the continued slowdown of the economy and slowdown of travel. The City is estimating TOT revenue will be fairly consistent with FY 09-10.

At its' June 22, 2010 meeting, City Council approved adding a measure to the November 2, 2010 municipal election to increase the TOT rate 2%, from 6% to 8%.



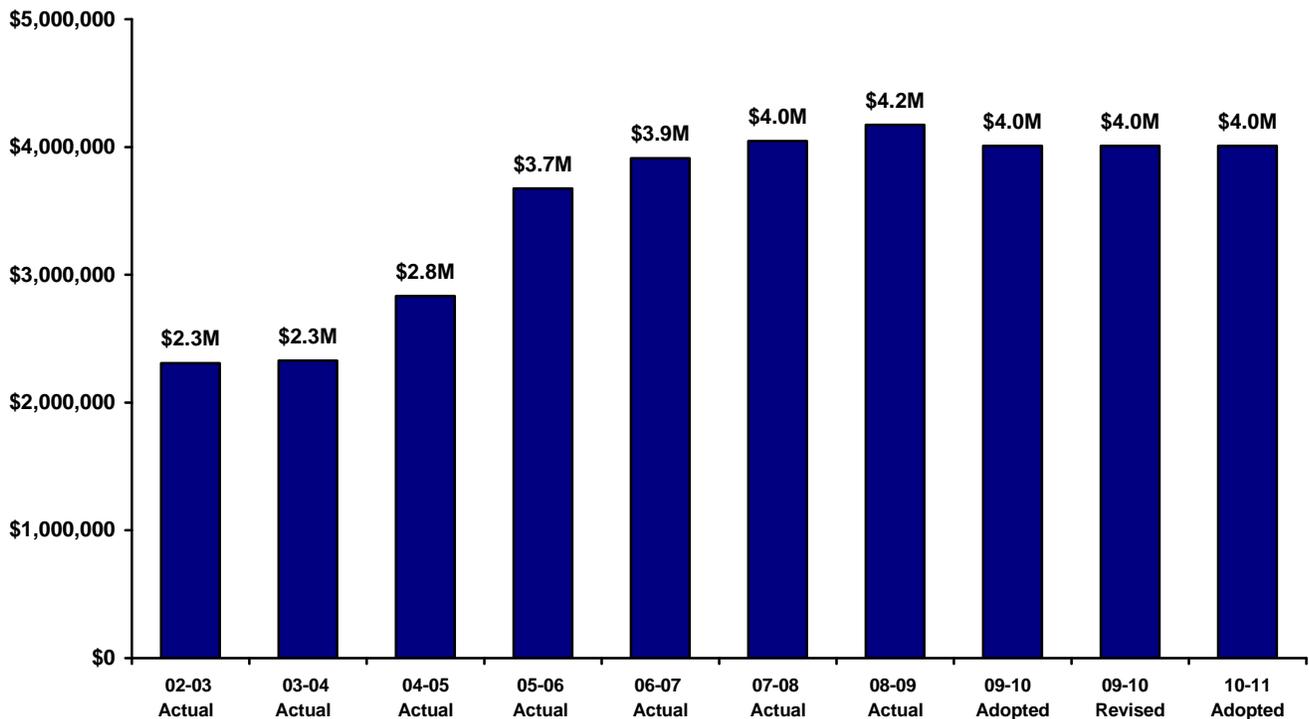
FRANCHISE FEES

The City grants a franchise to utility companies for the use of City streets and rights-of-way. Currently, the City collects electric franchise fees from Southern California Edison and gas franchise fees from Southern California Gas Company at the rate of 2% of gross receipts arising from use, operation or possession of the franchise; and, cable franchise fees from Time Warner at the rate of 5% of receipts, net of bad debt. The electric and gas franchise fees are paid annually while the cable franchise fees are paid on a quarterly basis. By authority of the Public Utility Commission (PUC), electric and gas franchise fees are limited to 2% and cable franchise fees are limited to 5% of gross receipts. Any growth in franchise revenues would be as a result of utility rate increases imposed by the electric, gas, and cable companies.

On November 15, 2004, the City Council adopted an ordinance to implement a Solid Waste Hauler's Franchise Fee to be effective January 1, 2005. So far, the City has granted non-exclusive franchises to 13 waste haulers. Currently, five franchise holders fall into Class "A" – those pay a \$10,000 minimum franchise fee; while the remaining eight franchisees fall into Class "B" – those pay a \$1,500 minimum franchise fee. The current franchise rate is 12% of gross receipts payable quarterly to the City.

For FY 10-11 estimated revenue from Franchise Fees is \$4.0 million, which represents 4.84% of the total General Fund revenue. The estimated revenue projections are essentially flat.

The City also receives approximately \$175,000 from a PEG (Public, Education and Government) fee paid by the cable franchisee. This amount is reserved in the General Fund to support the operating costs for cable television services provided by the City.

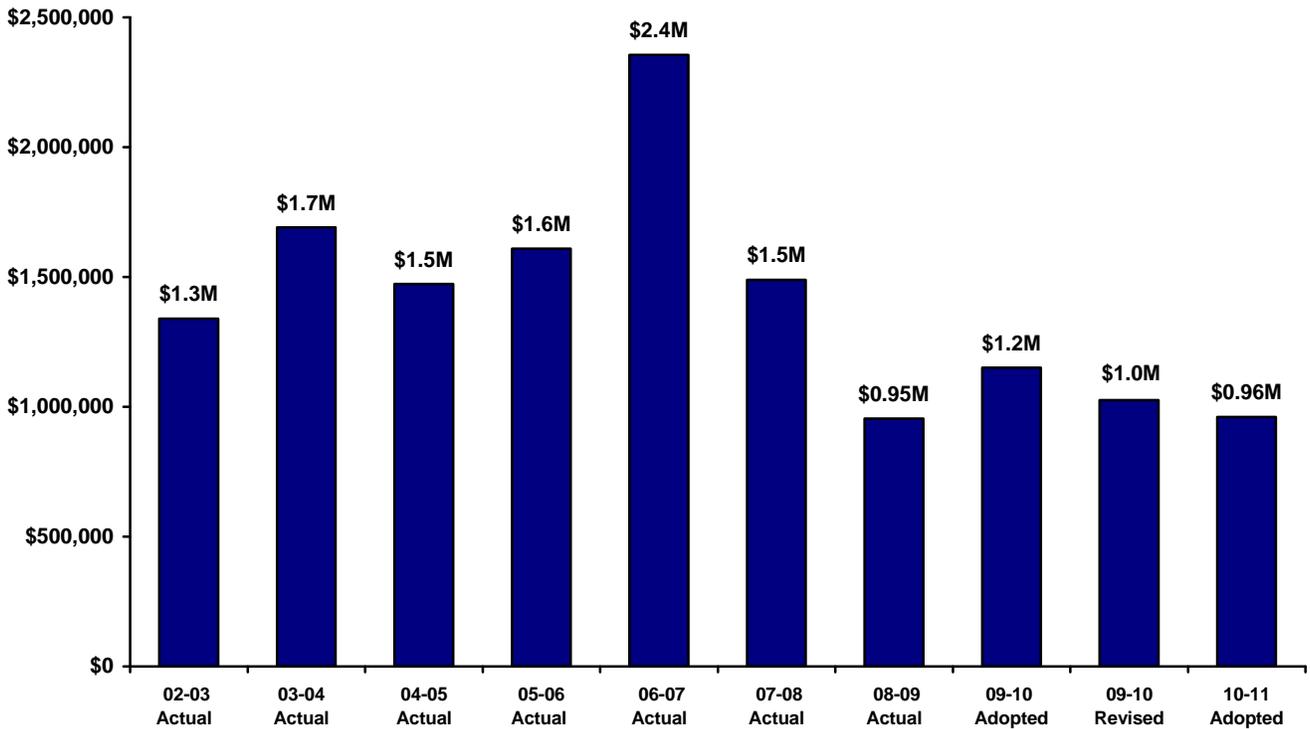


LICENSES & PERMITS

Licenses or permits are issued for either regulatory or cost recovery purposes, to applicants who conduct business activities within the City. This regulatory authority provides cities the means to protect the overall community interests.

Examples of licenses issued are animal and bicycle licenses. The types of permits issued include: temporary vendor permits; permits for signs and home occupation; and various building permits including electrical, plumbing, and mechanical. Building permits are set by the Uniform Building Code (UBC); electrical permits are set by the National Electrical Code (NEC); plumbing permits are set by the Uniform Plumbing Code (UPC); and the mechanical permits are set by the Uniform Mechanical Code (UMC).

For FY 10-11 estimated revenue from Licenses & Permits is \$960,500, which represents 1.15% of the total General Fund revenue. This estimate reflects a decrease of \$190,100 or 16.51% from the adopted revenue in FY 09-10. The largest component for this revenue source comes from building permits projected at \$480,000, which is expected to be the same as FY 09-10 since it is unknown at this time if building and development when begin to increase as the economy rebounds.

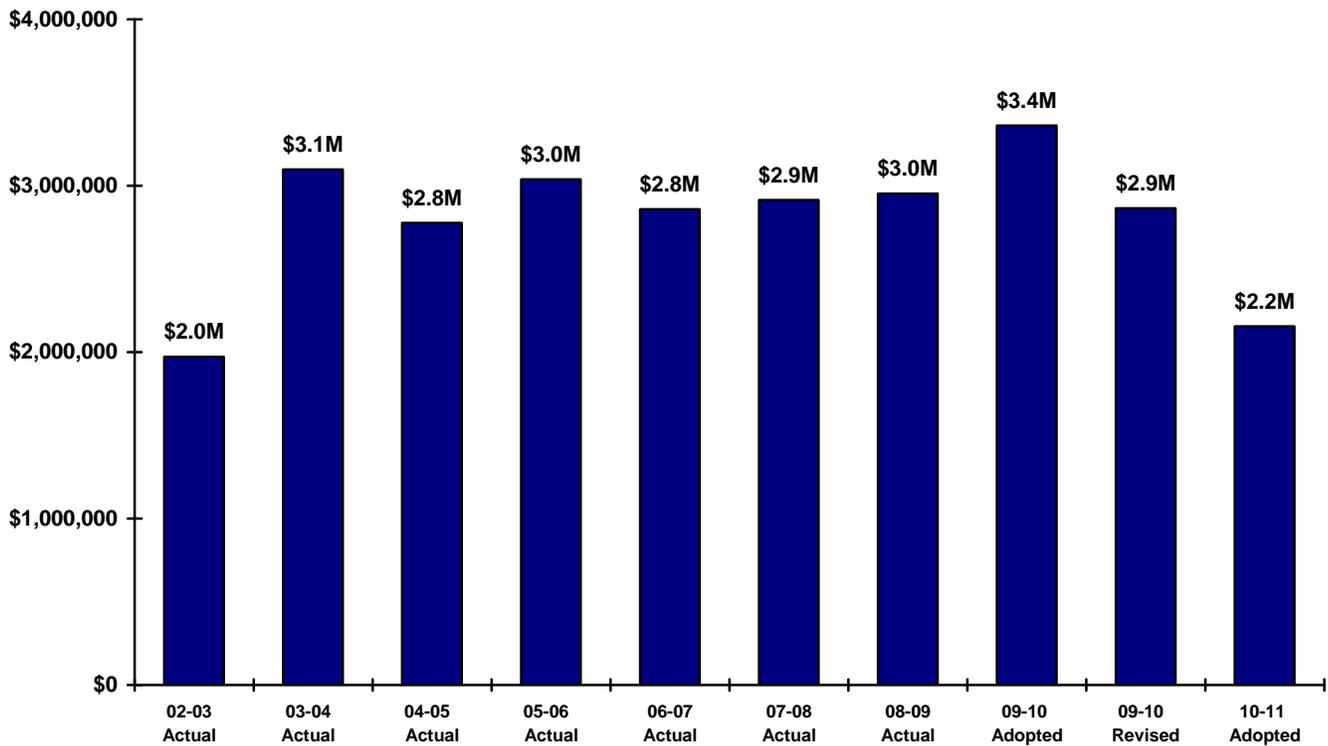


FINES & FORFEITURES

Fines & Forfeitures come from municipal code violations, motor vehicle code violations, parking fines and bail monies forfeited upon conviction of a misdemeanor or municipal infraction. Amounts paid by a defendant include the fine and various penalties, assessments, and restitution. Cities share the revenue from fines and forfeitures with the State and the County.

In 1993, the Legislature decriminalized parking violations and gave the responsibility for administering and collecting parking fines to cities and agencies that issue parking citations. Parking violations are generally violations of “no parking” ordinances. Fines vary depending on the type of violation.

For FY 10-11, estimated revenue from Fines & Forfeitures is \$2.2 million, which represents 2.59% of the total General Fund revenue. The estimated amount reflects a decrease of \$1.2 million or 35.90% from the adopted revenue in FY 09-10. The decrease is primarily attributed to the Red Light Camera Program revenue which decreased \$848,000 and Vehicle Code Violation revenue which decreased \$350,000.



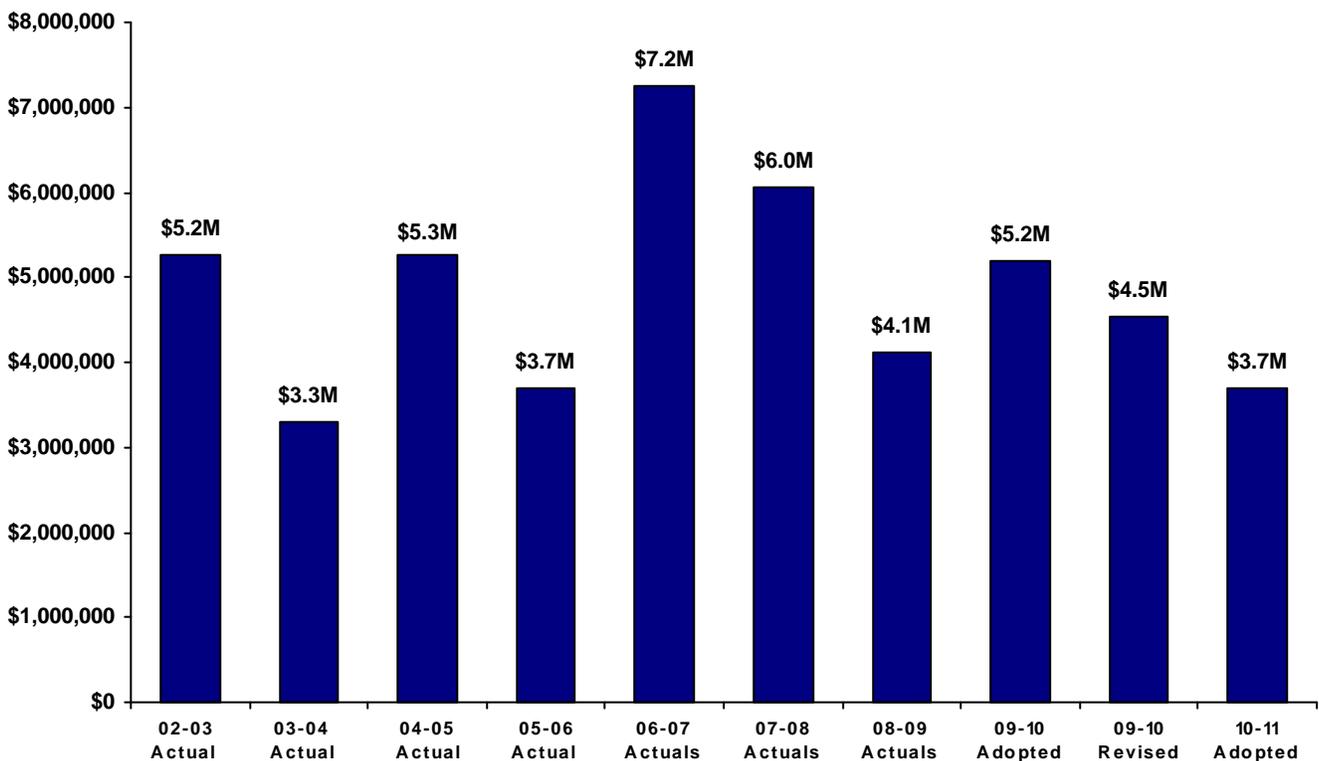
USE OF MONEY & PROPERTY

Revenues derived from the Use of Money & Property come from interest earned from investing the City's cash; interest on loans by the City to the Costa Mesa Redevelopment Agency; and rental from the golf course operations and other City facilities such as the Balearic Center, the Downtown Recreation Center, the Neighborhood Community Center, and the Placentia Street Fire Training Facility.

For FY 10-11, estimated revenue from Use of Money & Property is \$3.7 million or 4.45% of the total General Fund revenue. The FY 10-11 estimated revenues reflect a decrease of \$1.5 million or 28.70% from the adopted revenue in FY 09-10. The decrease is attributed to lower projected investment earnings based on a weighted average rate of return (ROR) of 1.00% (compared to the prior year's ROR of 3.50%) and lower overall cash balances to invest. The lower ROR reflects the continued reduction in the Federal Funds rate throughout the past year in an effort to stabilize the economy. This rate reduction reduces the rate of return on investment vehicles the City can purchase based on the City Investment Policy. Also, in recent years, the City's General Fund has been utilizing more its' Fund Balance to make up for declines in revenues. By doing so, the amount of available cash to invest has decreased, thereby decreasing overall investment earnings revenue.

Also included in the Use of Money & Property prior year actuals, is the Governmental Accounting Standards Board (GASB) 31 Adjustment. This requirement set forth by GASB is to adjust the City's investments from book value to market value at the end of the year. The City does not budget for this adjustment as it is difficult to estimate what the market value will be at the end of the year.

A private company manages the golf course operations on behalf of the City; in return, the City receives between 6% - 35% of gross receipts on green fees, food and beverages, banquet facilities and the pro shop. Rental revenue from golf course operations decreased \$312,500 to \$2.2 million because of the reduction in activity at the golf course, possibly due to the economy.



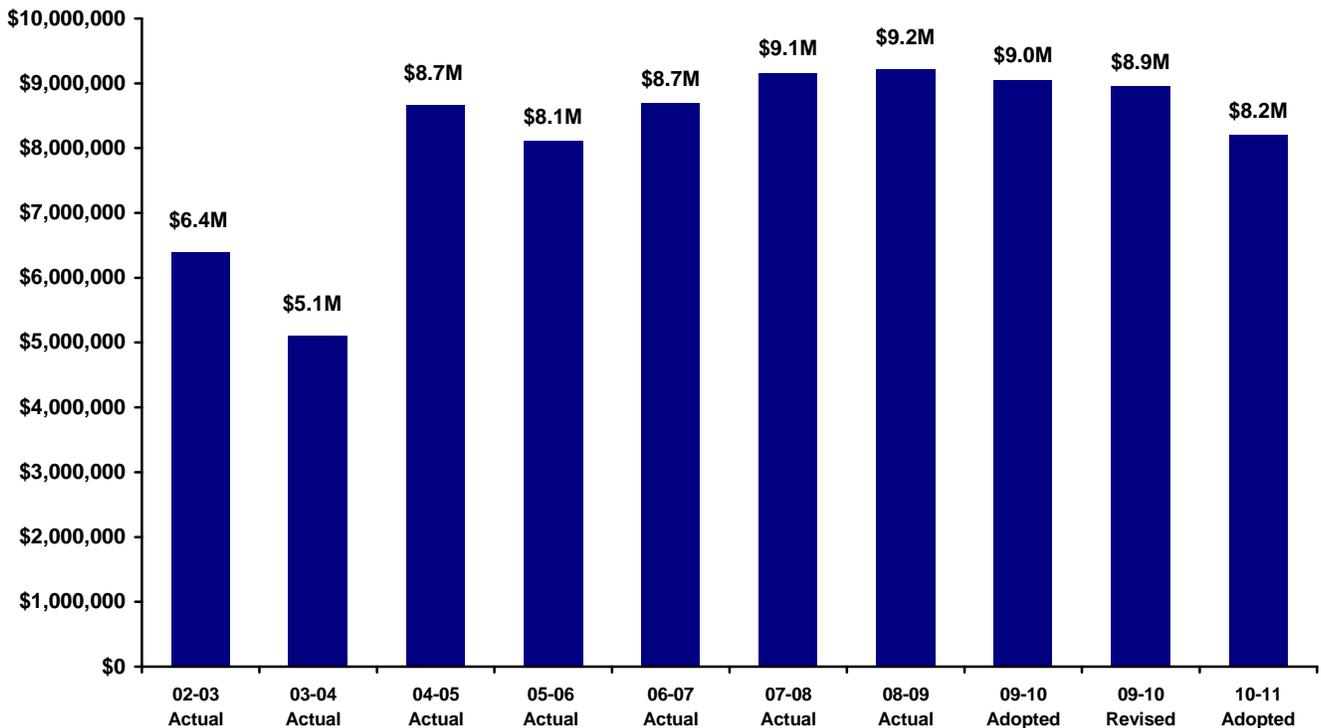
MOTOR VEHICLE LICENSE FEES

The Motor Vehicle License Fee (VLF) is a fee charged for operating the vehicle on public streets. This fee is collected by the State Department of Motor Vehicles and disbursed to governmental agencies by the State Controller. VLF is based on a fee equivalent to 2% of the market value (based on an 11-year depreciation schedule) of motor vehicles. Cities and counties received 81.25% of this revenue based on population.

In 1998, legislation was passed to reduce the VLF paid by the taxpayers by 25% and again by 35% in 2002. (Subsequently, the VLF rate was permanently reduced to its current rate of 0.65%.) As a result of these reductions, cities and counties would have experienced a significant revenue loss. However, legislation was also passed to provide a backfill from the State as long as the actual State General Fund revenues come within certain targets.

For FY 10-11, estimated revenue from VLF is \$8.2 million, which represents 9.85% of the total General Fund revenue. This estimate reflects a decrease of \$850,000 or 9.39% from the adopted revenue in FY 09-10. This estimated reduction is due to the State's continued budget problem and reduction in expected purchases of new vehicles. Recently, the State has begun collecting an administrative fee attributed to the VLF which has further reduced the City's revenue. It is anticipated this administrative fee will continue as the State tries to fix its' budget.

The total estimated revenue from VLF includes \$8 million from the VLF Swap. The VLF Swap is the result of the State's action in 2003 to permanently reduce the VLF from 2% to 0.65%. In the past, local government received its full share of the 2% rate. However, when Proposition 1A was passed in November 2004, the League of California Cities and the Governor reached an agreement that the backfill amount will be replaced with a like amount in the form of property taxes but still classified as VLF revenue. This backfill is tied directly to the growth or declines in property values. For FY 10-11, the estimate from the VLF Swap includes a decrease of \$750,000 because of the declines in assessed property values.



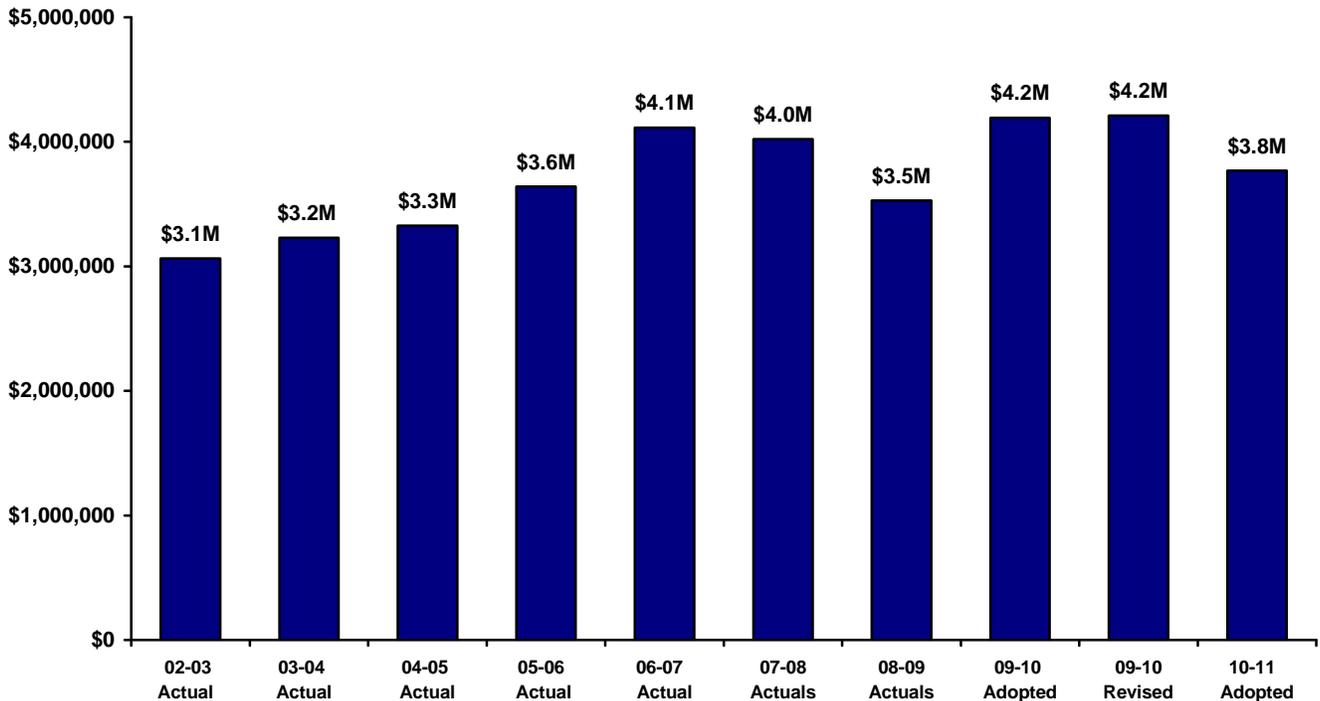
FEES & CHARGES FOR SERVICES

Cities have the general authority to impose fees or charges for services. Fees & Charges are distinguished from taxes in two principle 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 Mesa's Fees & 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, jail booking fees for the Police Department; and, fire inspection, false alarms, paramedic, and hazardous materials disclosure fees for the Fire Department.

The City annually reviews its user fees and charges and submits any changes for Council approval. User fees and charges were revised effective January 1, 2009. For classes offered by the Recreation Division, fee changes are also reviewed and approved by the Parks & Recreation Commission.

For FY 10-11, estimated revenue from Fees & Charges for Services is \$3.8 million, which represents 4.53% of the total General Fund revenue. This amount reflects the trend in activities for the current year and some of the changes to fees approved by Council during FY 09-10. The FY 10-11 estimated revenue amount reflects a decrease of \$424,840 or 10.13% over the adopted revenue in FY 09-10. The most notable decreases are in the Plan Checking, Vehicle Impound Fees, Police False Alarm, and EMS First Responder Fee accounts.

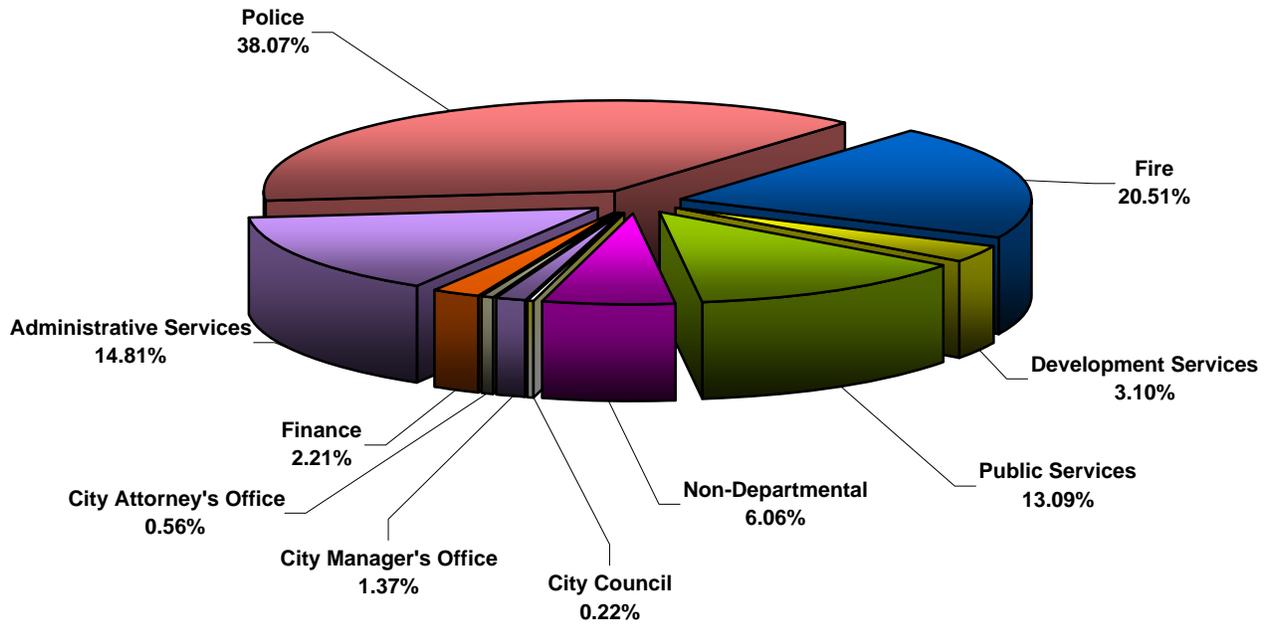


APPROPRIATIONS SUMMARIES

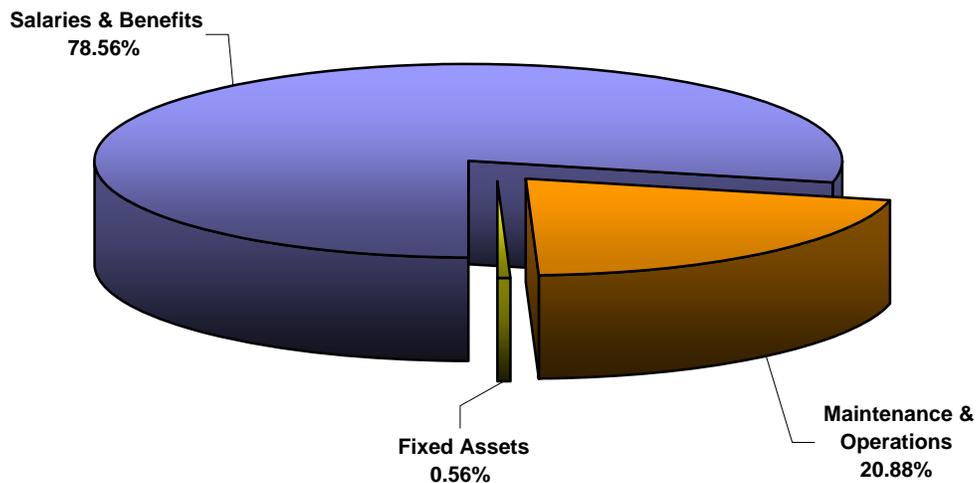
FISCAL YEAR 2010-2011

CITY OF COSTA MESA, CALIFORNIA
GENERAL FUND APPROPRIATIONS
 FISCAL YEAR 2010-2011

GENERAL FUND APPROPRIATIONS by DEPARTMENT
 Total \$94,585,285



GENERAL FUND APPROPRIATIONS by CATEGORY
 Total \$94,585,285



BUDGET COMPARISON BY FUND/BY DEPARTMENT

<u>Fund/Department</u>	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>
<u>General Fund (101)</u>				
City Council	\$ 269,435	\$ 270,545	\$ 252,196	\$ 204,985
City Manager's Office	1,453,201	1,630,488	1,469,899	1,297,612
City Attorney's Office	454,077	448,050	625,150	530,550
Finance	2,782,768	2,753,764	2,679,971	2,089,929
Administrative Services	14,983,855	15,222,449	13,477,422	14,007,824
Police	40,626,581	41,254,987	40,702,615	36,007,043
Fire	21,521,059	22,899,325	20,088,251	19,398,404
Development Services	4,887,320	4,519,390	4,283,752	2,934,892
Public Services	17,256,659	17,505,277	14,695,345	12,377,046
Non-Departmental	8,224,759	6,282,435	4,133,616	5,737,000
Subtotal Fund 101	<u>\$ 112,459,714</u>	<u>\$ 112,786,708</u>	<u>\$ 102,408,217</u>	<u>\$ 94,585,285</u>
<u>Gas Tax Fund (201)</u>				
Capital Improvement Projects	\$ 1,700,000	\$ 1,850,000	\$ 1,835,000	\$ 1,800,000
Subtotal Fund 201	<u>\$ 1,700,000</u>	<u>\$ 1,850,000</u>	<u>\$ 1,835,000</u>	<u>\$ 1,800,000</u>
<u>Prop 172 Fund (202)</u>				
Police	\$ 1,188,721	\$ 1,132,024	\$ 1,292,521	\$ 521,074
Fire	10,922	3,701	5,000	5,000
Non-Departmental	39,000	-	-	-
Subtotal Fund 202	<u>\$ 1,238,643</u>	<u>\$ 1,135,725</u>	<u>\$ 1,297,521</u>	<u>\$ 526,074</u>
<u>AQMD Fund (203)</u>				
Capital Improvement Projects	\$ 170,000	\$ 408,200	\$ 87,000	\$ 28,995
Public Services	10,868	11,497	20,000	20,000
Subtotal Fund 203	<u>\$ 180,868</u>	<u>\$ 419,697</u>	<u>\$ 107,000</u>	<u>\$ 48,995</u>
<u>HOME Fund (205)</u>				
City Manager's Office	\$ 962,127	\$ 1,016,211	\$ 781,039	\$ 771,888
Subtotal Fund 205	<u>\$ 962,127</u>	<u>\$ 1,016,211</u>	<u>\$ 781,039</u>	<u>\$ 771,888</u>
<u>CDBG Fund (207)</u>				
City Manager's Office	\$ 561,847	\$ 560,221	\$ 497,899	\$ 759,786
Development Services	282,121	289,113	301,053	359,278
Capital Improvement Projects	920,000	758,512	520,000	\$ 1,040,000
Subtotal Fund 207	<u>\$ 1,763,968</u>	<u>\$ 1,607,846</u>	<u>\$ 1,318,951</u>	<u>\$ 2,159,063</u>
<u>Park Dev Fees Fund (208)</u>				
Capital Improvement Projects	\$ 395,000	\$ 490,000	\$ -	\$ -
Non-Departmental	217,010	-	-	-
Subtotal Fund 208	<u>\$ 612,010</u>	<u>\$ 490,000</u>	<u>\$ -</u>	<u>\$ -</u>

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>
<u>Drainage Fees Fund (209)</u>				
Capital Improvement Projects	\$ 200,000	\$ 200,000	\$ 200,000	\$ 440,000
Subtotal Fund 209	\$ 200,000	\$ 200,000	\$ 200,000	\$ 440,000
<u>SLESF Fund (213)</u>				
Police	\$ 221,694	\$ 219,074	\$ 208,640	\$ 211,312
Subtotal Fund 213	\$ 221,694	\$ 219,074	\$ 208,640	\$ 211,312
<u>Traffic Impact Fees Fund (214)</u>				
Capital Improvement Projects	\$ -	\$ 140,200	\$ -	\$ -
Subtotal Fund 214	\$ -	\$ 140,200	\$ -	\$ -
<u>Narcotics Forfeiture Fund (217)</u>				
Police	\$ 82,970	\$ 61,215	\$ 73,000	\$ 108,000
Non-Departmental	60,000	-	100,000	200,000
Subtotal Fund 217	\$ 142,970	\$ 61,215	\$ 173,000	\$ 308,000
<u>Fire System Development Fund (218)</u>				
Capital Improvement Projects	\$ -	\$ 250,000	\$ -	\$ -
Subtotal Fund 218	\$ -	\$ 250,000	\$ -	\$ -
<u>Capital Outlay Fund (401)</u>				
Capital Improvement Projects	\$ 2,300,000	\$ 5,103,565	\$ 172,020	\$ 226,005
Non-Departmental	2,061,555	930,193	-	1,591,064
Subtotal Fund 401	\$ 4,361,555	\$ 6,033,758	\$ 172,020	\$ 1,817,069
<u>Measure M Fund (403)</u>				
Capital Improvement Projects	\$ 1,800,000	\$ 1,950,000	\$ 2,050,000	\$ -
Public Services	21,740	-	1,443,733	-
Non-Departmental	100,000	190,475	100,000	-
Subtotal 403 Fund	\$ 1,921,740	\$ 2,140,475	\$ 3,593,733	\$ -
<u>Vehicle Prk Dist 1 Fund (409)</u>				
Non-Departmental	\$ 803	\$ -	\$ -	\$ -
Subtotal Fund 409	\$ 803	\$ -	\$ -	\$ -
<u>Vehicle Prk Dist 2 Fund (410)</u>				
Non-Departmental	\$ 126	\$ 6	\$ -	\$ -
Subtotal Fund 410	\$ 126	\$ 6	\$ -	\$ -
<u>Measure M Turnback Fund (414)</u>				
Capital Improvement Projects	\$ -	\$ -	\$ -	\$ 283,588
Public Services	-	-	-	1,071,995
Subtotal Fund 414	\$ -	\$ -	\$ -	\$ 1,355,583

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>
<u>Vehicle Repl Fund (601)</u>				
Public Services	\$ 3,249,553	\$ 2,836,007	\$ 2,124,740	\$ 2,115,163
Non-Departmental	336,896	20,559	260,000	75,000
Subtotal Fund 601	<u>\$ 3,586,449</u>	<u>\$ 2,856,566</u>	<u>\$ 2,384,740</u>	<u>\$ 2,190,163</u>
<u>Self-Insurance Fund (602)</u>				
Administrative Services	\$ 6,785,216	\$ 3,910,655	\$ 3,447,925	\$ 3,166,185
Non-Departmental	482,370	9,923	333,000	110,000
Subtotal Fund 602	<u>\$ 7,267,586</u>	<u>\$ 3,920,578</u>	<u>\$ 3,780,925</u>	<u>\$ 3,276,185</u>
Grand Total	<u><u>\$136,620,253</u></u>	<u><u>\$135,128,061</u></u>	<u><u>\$118,260,787</u></u>	<u><u>\$109,489,618</u></u>

**SUMMARY OF APPROPRIATIONS
BY DEPARTMENT/BY FUND**

Fund	City Council	City Manager	City Attorney	Finance	Administrative Services	Recreation*
General Fund - 101	\$ 204,985	\$ 1,297,612	\$ 530,550	\$ 2,089,929	\$ 10,368,014	\$ 3,639,810
Gas Tax Fund - 201	-	-	-	-	-	-
Prop 172 Fund - 202	-	-	-	-	-	-
AQMD Fund - 203	-	-	-	-	-	-
HOME Fund - 205	-	771,888	-	-	-	-
CDBG Fund - 207	-	759,786	-	-	-	-
Drainage Fund - 209	-	-	-	-	-	-
SLESF Fund - 213	-	-	-	-	-	-
Narcotics & Seizure Fund - 217	-	-	-	-	-	-
Capital Outlay Fund - 401	-	-	-	-	-	-
Measure M Fund - 414	-	-	-	-	-	-
Equipment Replacement Fund - 601	-	-	-	-	-	-
Self-Insurance Fund - 602	-	-	-	-	3,166,185	-
Total	\$ 204,985	\$ 2,829,286	\$ 530,550	\$ 2,089,929	\$ 13,534,199	\$ 3,639,810

* Housed under the Administrative Services Department

CITY OF COSTA MESA, CALIFORNIA

Police	Fire	Development Services	Public Services	Non- Departmental	CIP	Total
\$ 36,007,043	\$ 19,398,404	\$ 2,934,892	\$ 12,377,046	\$ 5,737,000	\$ -	\$ 94,585,285
-	-	-	-	-	1,800,000	1,800,000
521,074	5,000	-	-	-	-	526,074
-	-	-	20,000	-	28,995	48,995
-	-	-	-	-	-	771,888
-	-	359,278	-	-	1,040,000	2,159,064
-	-	-	-	-	440,000	440,000
211,312	-	-	-	-	-	211,312
108,000	-	-	-	200,000	-	308,000
-	-	-	-	1,591,064	226,005	1,817,069
-	-	-	1,071,995	-	283,588	1,355,583
-	-	-	2,115,163	75,000	-	2,190,163
-	-	-	-	110,000	-	3,276,185
\$ 36,847,429	\$ 19,403,404	\$ 3,294,170	\$ 15,584,204	\$ 7,713,064	\$ 3,818,588	\$ 109,489,618

CITY OF COSTA MESA, CALIFORNIA
SUMMARY OF APPROPRIATIONS
BY ACCOUNT - ALL FUNDS

Description	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
Regular Salaries - Sworn	\$ 23,667,263	\$ 25,237,233	\$ 25,102,743	\$ 23,563,956
Regular Salaries - Non-Sworn	22,908,527	23,664,274	22,859,986	18,931,803
Regular Salaries - Part-Time	2,725,450	2,766,729	2,321,998	2,023,362
Overtime	6,705,019	5,857,868	3,452,950	4,354,634
Accrual Payoff - Excess Max.	909,183	548,945	252,719	252,164
Vacation/Comp. Time Cash Out	138,901	447,963	276,954	220,856
Holiday Allowance	700,321	1,004,804	907,673	875,045
Separation Pay-Off	365,109	295,748	-	1,444
Other Compensation	2,174,365	2,408,688	2,587,300	2,621,997
Cafeteria Plan	4,887,515	5,215,047	5,274,263	4,332,997
Medicare	711,921	748,214	707,705	692,648
Retirement	15,302,921	16,552,457	15,829,264	15,609,679
Longevity	27,596	12,054	5,448	2,304
Professional Development	538,777	359,475	294,916	286,430
Auto Allowance	18,985	26,033	21,000	10,800
Clothing Allowance	-	-	-	500
Unemployment	75,956	73,549	97,580	46,453
Workers' Compensation	3,552,762	3,486,491	4,173,323	3,733,192
Employer Contr.Retirees' Med.	1,662,992	1,761,086	2,155,750	1,798,976
Salaries & Benefits	\$ 87,073,563	\$ 90,466,659	\$ 86,321,573	\$ 79,359,240
Stationery and Office	\$ 182,410	\$ 164,069	\$ 171,250	\$ 163,200
Multi-Media, Promos, Subscript.	320,426	251,331	274,620	233,705
Small Tools and Equipment	571,316	395,122	316,978	335,668
Uniforms and Clothing	384,783	280,457	373,640	379,413
Safety and Health	420,689	359,558	454,650	420,978
Maintenance and Construction	1,140,590	1,166,173	968,326	806,639
Agriculture	96,241	70,251	77,400	84,000
Fuel	806,006	672,139	751,600	700,600
Electricity - Buildings & Fac.	542,227	585,114	584,400	558,200
Electricity - Power	201,283	203,263	192,000	219,500
Electricity - Street Lights	929,144	996,066	867,000	996,000
Gas	48,346	46,405	46,850	52,000
Water - Domestic	79,683	71,723	83,000	71,750
Water - Parks and Parkways	582,213	595,361	735,000	540,000
Waste Disposal	158,765	167,860	180,769	152,390
Janitorial and Housekeeping	351,939	357,110	357,200	286,750
Postage	100,700	97,520	111,200	103,865
Legal Advertising/Filing Fees	219,276	249,289	302,631	298,881
Advertising and Public Info.	67,742	60,724	26,855	11,005
Telephone/Radio/Communications	409,809	410,203	376,590	368,350
Meetings and Conferences	1,364	2,042	1,000	1,000
Mileage Reimbursement	4,967	6,528	6,870	5,120
Board Member Fees	28,940	29,400	28,500	27,000
Buildings and Structures	583,652	345,790	77,000	343,889
Landscaping and Sprinklers	1,114,807	1,169,516	1,094,908	951,428
Underground Lines	3,917	171	3,000	-
Automotive Equipment	121,483	133,097	125,000	125,000
Subtotal Maint. & Operations	\$ 9,472,720	\$ 8,886,281	\$ 8,588,237	\$ 8,236,331

CITY OF COSTA MESA, CALIFORNIA
SUMMARY OF APPROPRIATIONS
BY ACCOUNT - ALL FUNDS

Description	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
Office Furniture	\$ 5,202	\$ 7,554	\$ 3,450	\$ 2,650
Office Equipment	602,276	721,821	794,947	786,257
Other Equipment	974,252	816,733	902,239	874,623
Streets, Alleys and Sidewalks	162,292	256,862	136,617	95,117
Employment	136,086	27,707	38,735	21,500
Consulting	2,838,859	2,082,204	2,701,456	1,342,959
Legal	166,297	209,189	186,745	202,903
Engineering and Architectural	158,925	145,135	135,000	155,000
Financial & Information Svcs.	171,984	97,933	96,000	116,750
Medical and Health Inspection	160,018	147,188	195,270	187,875
Law Enforcement	1,420,499	1,468,517	1,460,436	958,547
Recreation	463,803	488,753	462,440	488,820
Sanitation	-	414	-	-
Principal Payments	4,905,332	3,778,322	2,639,343	3,890,904
Interest Payments	2,321,668	1,946,124	755,273	1,752,096
Internal Rent	-	-	-	75
External Rent	848,731	700,606	583,100	550,600
Grants, Loans and Subsidies	1,153,989	1,195,779	988,382	1,060,123
Depreciation	756,051	806,960	-	-
Central Services	114,889	99,557	134,940	120,981
Internal Rent - Maint. Charges	1,640,952	1,514,958	2,162,397	34,375
Internal Rent - Repl.Cost	1,535,661	2,363,409	-	21,951
General Liability	3,042,860	2,133,328	2,049,729	2,121,580
Special Liability	-	16,790	19,000	11,000
Physical Damage	23,062	-	-	-
Buildings & Personal Property	265,210	254,907	319,830	337,130
Faithful Performance Bonds	6,128	-	8,200	7,800
Taxes and Assessments	113,183	103,889	120,429	123,050
Contingency	2,988,935	1,053,031	-	-
Other Costs	2,966	1,937	-	-
Relocation	4,850	-	-	-
Operating Transfers Out	4,380,750	1,713,780	1,543,000	2,076,064
Loss on Disposal of Assets	145,004	-	-	-
Maintenance & Operations	\$ 40,983,434	\$ 33,039,666	\$ 27,025,195	\$ 25,577,061
Automotive Equipment	\$ 200,648	\$ 5,476	\$ 50,000	\$ 193,000
Office Furniture	54,838	-	-	31,000
Office Equipment	29,071	45,714	-	2,800
Other Equipment	894,650	420,069	-	507,929
Fixed Assets	\$ 1,179,207	\$ 471,258	\$ 50,000	\$ 734,729
Total Operating	\$129,236,205	\$123,977,584	\$113,396,768	\$105,671,030
Capital Improvements	\$ 7,485,000	\$ 11,150,477	\$ 4,864,020	\$ 3,818,588
Total Appropriations	\$136,721,205	\$135,128,061	\$118,260,788	\$109,489,618

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM**PROTECTION OF PERSONS AND PROPERTY**

(Excludes CIP)

GOAL: To promote an environment in which the citizens of Costa Mesa can safely live and feel reasonably secure that they and their properties are protected from harm.

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
Police Protection				
Police Administration - 50001	\$ 3,342,476	\$ 3,617,322	\$ 3,523,654	\$ 3,100,976
Field Area Policing - 10111	16,544,805	18,140,387	18,270,861	17,384,052
Helicopter Patrol - 10112	1,914,064	2,041,519	1,933,381	1,330,263
Traffic Enforcement - 10113	6,349,493	5,419,944	5,784,779	3,548,363
Contract & Special Event Policing - 10114	629,831	608,848	838,426	844,642
Crime Investigation - 10120	3,454,403	3,772,744	3,857,479	3,317,122
Vice and Narcotics - 10125	1,812,801	1,063,259	-	-
Records / Information Systems - 10131	1,971,216	2,080,609	2,148,998	2,139,266
Crime Scene Inv./Photographic Svcs - 10132	792,754	736,236	690,618	475,625
Training - 10133	615,001	654,363	1,015,992	797,994
Community Services - 10134	220,642	248,959	257,198	-
Youth Crime Intervention - 10135	1,710,948	1,676,196	1,643,125	1,662,907
Property and Evidence - 10136	345,005	363,268	403,702	375,054
Jail - 10137	1,230,401	1,275,282	1,335,027	1,374,833
Equipment Maintenance - 10138	79,789	56,758	51,405	36,330
Animal Control - 10139	620,648	545,326	474,558	419,735
RAID - 10143	180,296	36,607	47,573	40,269
Recruitment - 10146	305,396	329,673	-	-
Total Police Protection	\$ 42,119,969	\$ 42,667,300	\$ 42,276,777	\$ 36,847,429
Fire Protection				
Fire Administration - 50001	\$ 1,771,044	\$ 1,904,152	\$ 1,859,598	\$ 1,380,080
Response and Control - 10210	17,943,069	19,052,401	16,528,803	16,448,636
Fire Prevention - 10220	926,340	855,883	812,458	408,999
Emergency Medical Aid - 10230	891,528	1,090,589	892,392	1,165,690
Total Fire Protection	\$ 21,531,981	\$ 22,903,026	\$ 20,093,251	\$ 19,403,404
Other Public Safety Services				
Building Safety - 20410	\$ 2,257,023	\$ 1,978,815	\$ 1,730,395	\$ 1,258,386
Total Other Public Safety Services	\$ 2,257,023	\$ 1,978,815	\$ 1,730,395	\$ 1,258,386
Total Protection of Persons and Property	\$ 65,908,973	\$ 67,549,141	\$ 64,100,423	\$ 57,509,220

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM**COMMUNITY HEALTH AND ENVIRONMENT****(Excludes CIP)**

GOAL: To promote, preserve and develop Costa Mesa's physical and social features in order to have a clean and attractive environment in which the citizens of Costa Mesa can live, work, and play.

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
Beautification				
Parkway and Median Maintenance - 20111	\$ 982,938	\$ 1,011,643	\$ 976,587	\$ 901,931
Street Cleaning - 20120	710,145	800,871	626,530	240,645
Graffiti Abatement - 20130	224,421	226,026	215,899	201,020
Park Maintenance - 40111	3,596,662	3,701,051	3,515,489	2,668,963
Park Development - 40112	320,836	348,506	341,500	284,722
Total Beautification	\$ 5,835,002	\$ 6,088,097	\$ 5,676,005	\$ 4,297,281
Sanitation				
Recycling - 20230	\$ 88,615	\$ 62,931	\$ 39,000	\$ 24,800
Water Quality - 20510	410,383	473,117	519,533	494,744
Total Sanitation	\$ 498,998	\$ 536,048	\$ 558,533	\$ 519,544
Planning				
Development Services Admin. - 50001	\$ 530,570	\$ 531,264	\$ 522,589	\$ 472,174
Current Planning - 20320	1,293,911	1,111,957	1,131,937	835,750
Code Enforcement - 20350	1,054,784	1,156,303	1,175,283	703,260
Planning Commission - 20360	33,152	30,163	24,600	24,600
Total Planning	\$ 2,912,417	\$ 2,829,687	\$ 2,854,410	\$ 2,035,784
Housing and Community Development				
Code Enforcement - 20350	\$ 19,547	\$ 20,522	\$ 21,458	\$ 19,225
Public Service Programs - 20421	193,509	208,558	204,189	350,375
Single Family Housing Rehabilitation - 20422	434,999	328,389	356,976	350,000
Neighborhood Improvement Program - 20425	448,830	613,276	213,910	215,728
Neighbors for Neighbors - 20426	90,724	86,501	-	95,537
CDBG Administration - 20427	258,066	244,640	272,252	294,649
HOME Program -20440	78,298	74,546	95,967	93,014
HOME Projects -20445	-	-	114,186	113,146
Total Housing & Community Dev	\$ 1,523,973	\$ 1,576,432	\$ 1,278,938	\$ 1,531,674
Total Community Health & Environment	\$ 10,770,390	\$ 11,030,264	\$ 10,367,886	\$ 8,384,283

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM**TRANSPORTATION****(Excludes CIP)**

GOAL: To promote the safe, expeditious, and convenient movement of people and goods for the residents and businesses of Costa Mesa.

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
Administration				
Development - 30310	\$ -	\$ -	\$ -	\$ 98,644
Real Estate - 30320	-	-	-	111,881
Public Services Admin. - 50001	1,089,327	1,162,485	1,208,626	1,149,176
Construction Management - 50002	901,456	919,742	900,202	687,497
Total Administration	\$ 1,990,783	\$ 2,082,226	\$ 2,108,827	\$ 2,047,199
Traveled Ways				
Street Maintenance - 30111	\$ 1,470,913	\$ 1,519,924	\$ 1,196,796	\$ 852,416
Street Improvements - 30112	707,370	756,937	772,691	424,240
Storm Drain Maintenance - 30121	127,900	157,455	173,299	153,698
Storm Drain Improvements - 30122	412,254	427,532	433,491	237,658
Total Traveled Ways	\$ 2,718,437	\$ 2,861,848	\$ 2,576,277	\$ 1,668,012
Traffic Safety				
Traffic Planning - 30210	\$ 577,030	\$ 469,746	\$ 502,178	\$ 372,647
Traffic Operations - 30241	2,155,389	2,005,819	1,963,081	1,973,959
Signs and Markings - 30243	738,060	690,834	629,277	284,532
Total Traffic Safety	\$ 3,470,479	\$ 3,166,400	\$ 3,094,536	\$ 2,631,138
Total Transportation	\$ 8,179,699	\$ 8,110,474	\$ 7,779,640	\$ 6,346,349

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM**LEISURE AND COMMUNITY SERVICES**

(Excludes CIP)

GOAL: To provide the citizens of Costa Mesa with a variety of year-round recreational activities and facilities for enjoyment, health, relaxation, and cultural enrichment.

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
Community Facilities				
Downtown Recreation Center - 40121	\$ 210,722	\$ 203,480	\$ 245,692	\$ 240,156
Balearic Community Center - 40122	186,796	195,661	193,556	122,391
Neighborhood Community Center - 40123	286,249	324,775	271,120	229,679
Total Community Facilities	\$ 683,767	\$ 723,916	\$ 710,368	\$ 592,226
Community Programs				
Recreation Administration - 50001	\$ 653,251	\$ 637,601	\$ 564,728	\$ 559,275
Aquatics - 40212	268,636	253,935	233,914	244,051
Tennis - 40213	3,040	1,796	15,750	28,050
Adult Sports Basketball and Volleyball - 40214	44,609	55,966	67,858	62,418
Adult Sports Softball - 40215	66,263	81,445	101,983	86,883
Adult Sports Misc/Field Ambassadors - 40216	421,908	385,642	367,231	358,041
Youth Sports Basketball/Cheerleading - 40218	37,956	46,484	38,809	37,549
Youth Sports Football/Cheer/Soccer- 40219	44,986	45,224	36,528	34,541
Senior Citizens - 40231	330,194	342,396	338,863	316,200
Day Camp - 40232	157,402	192,551	188,650	189,534
Playgrounds - 40233	368,797	389,044	387,775	418,451
Youth and Family Programs - 40235	14,288	9,973	-	-
Teen Programs - 40236	84,579	100,009	105,756	101,416
Concert Programs - 40237	29,921	25,934	-	-
Early Childhood - 40241	119,915	122,999	119,164	126,618
Adult Instructional Classes - 40242	94,309	99,933	91,117	106,144
Youth Instructional Classes - 40243	367,079	385,023	376,575	374,763
Special Recreation Events - 40244	28,260	36,069	-	-
Mobile Recreation - 40245	61,103	56,093	-	-
Total Community Programs	\$ 3,196,496	\$ 3,268,116	\$ 3,034,700	\$ 3,043,936
Total Leisure and Community Services	\$ 3,880,263	\$ 3,992,032	\$ 3,745,067	\$ 3,636,162

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM**GENERAL GOVERNMENT SUPPORT**

(Excludes CIP)

GOAL: To formulate City policies and provide effective and efficient administrative support to all City programs.

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
Representation				
City Council - 50110	\$ 313,235	\$ 316,094	\$ 296,773	\$ 250,823
Elections - 50120	1,008	102,137	-	125,410
Parks & Recreation Comm. - 50125	9,533	8,559	5,100	3,650
Child Care and Youth Services - 50140	154	-	1,840	-
Fairview Pk Friend/Comm. - 50145	151	5	-	-
Cultural Arts Committee - 50190	5,537	9,405	4,800	-
Historic Resources Committee - 50191	3,357	3,935	7,500	-
Total Representation	\$ 332,975	\$ 440,136	\$ 316,013	\$ 379,883
Policy Formulation & Implementation				
City Manager - 50210	\$ 1,068,382	\$ 1,108,590	\$ 1,084,533	\$ 847,099
Nondepartmental - 50240	11,621,519	7,433,591	4,926,616	7,713,064
Total Policy Formulation & Implement	\$ 12,689,901	\$ 8,542,181	\$ 6,011,149	\$ 8,560,163
Legal Services				
General Legal Services - 50320	\$ 454,077	\$ 448,050	\$ 625,150	\$ 530,550
Total Legal Services	\$ 454,077	\$ 448,050	\$ 625,150	\$ 530,550
City Clerk				
City Council Meetings - 50410	\$ 258,332	\$ 233,325	\$ 263,174	\$ 215,624
Public Records - 50420	81,527	140,883	77,615	63,640
Total City Clerk	\$ 339,859	\$ 374,207	\$ 340,789	\$ 279,265
Financial Services				
Finance Administration - 50001	\$ 441,718	\$ 425,696	\$ 423,824	\$ 197,395
Accounting - 50510	896,932	865,823	841,993	756,048
Budget and Research - 50520	327,944	363,863	365,004	253,761
Purchasing - 50530	416,025	416,807	407,102	308,634
Treasury - 50540	700,150	681,575	642,048	574,091
Total Financial Services	\$ 2,782,769	\$ 2,753,764	\$ 2,679,971	\$ 2,089,929

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM**GENERAL GOVERNMENT SUPPORT**

(Excludes CIP)

	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>
Personnel Services				
Administrative Services Admin. - 50001	\$ 696,095	\$ 677,905	\$ 680,343	\$ 579,010
Human Resources Administration - 50610	903,170	820,739	705,097	654,407
Employee Benefit Administration - 50630	189,275	186,608	213,572	93,092
Post Employment Benefits - 50650	1,298,744	1,381,790	100,797	1,461,935
Insurance Administration - 50661	389,831	379,175	468,142	442,252
General Liability - 50662	5,017,465	2,077,193	1,116,300	1,152,825
Workers' Compensation- 50663	1,966,069	2,012,632	2,450,837	2,173,206
Total Personnel Services	<u>\$ 10,460,649</u>	<u>\$ 7,536,042</u>	<u>\$ 5,735,087</u>	<u>\$ 6,556,726</u>
Computer Services				
Computer Operations - 50710	\$ 1,699,016	\$ 1,720,922	\$ 1,671,773	\$ 1,540,846
Computer Systems Development - 50720	1,077,258	1,045,653	1,114,782	762,270
Total Computer Services	<u>\$ 2,776,274</u>	<u>\$ 2,766,575</u>	<u>\$ 2,786,555</u>	<u>\$ 2,303,116</u>
Central Services				
Printing and Graphics - 50810	\$ 363,260	\$ 347,119	\$ 350,877	\$ 318,567
Reprographics - 50820	188,868	192,153	183,436	108,142
Mailing and Delivery - 50840	95,927	111,889	108,785	33,103
Total Central Services	<u>\$ 648,055</u>	<u>\$ 651,161</u>	<u>\$ 643,097</u>	<u>\$ 459,812</u>
Maintenance Services				
Maintenance Services Admin. - 50001	\$ 270,766	\$ 286,329	\$ 274,360	\$ 290,396
Facility Maintenance - 50910	2,508,572	2,491,926	1,870,539	2,015,470
Fleet Services - 50920	3,245,784	2,839,908	2,124,740	2,115,163
Total Maintenance Services	<u>\$ 6,025,122</u>	<u>\$ 5,618,163</u>	<u>\$ 4,269,639</u>	<u>\$ 4,421,029</u>
Telecommunications				
Operations - 51010	\$ 2,986,839	\$ 3,132,285	\$ 2,954,493	\$ 3,246,582
Technical Support and Maintenance - 51020	512,790	499,055	546,907	563,757
Cable Television Services - 51030	292,072	347,498	302,208	313,332
Emergency Services - 51040	193,548	186,557	192,692	90,872
Total Telecommunications	<u>\$ 3,985,249</u>	<u>\$ 4,165,395</u>	<u>\$ 3,996,300</u>	<u>\$ 4,214,543</u>
Total General Government Support	<u>\$ 40,494,930</u>	<u>\$ 33,295,672</u>	<u>\$ 27,403,749</u>	<u>\$ 29,795,016</u>

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
<u>City Council</u>				
Council Member	5.00	5.00	5.00	5.00
Total City Council	5.00	5.00	5.00	5.00
<u>City Manager's Office</u>				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
Executive Secretary	2.00	2.00	2.00	2.00
Executive Assistant to the City Manager	-	1.00	1.00	1.00
Legislative & Public Affairs Manager	1.00	1.00	1.00	-
Management Analyst	4.81	4.81	5.00	4.00
Neighborhood Improvement Manager	1.00	1.00	1.00	1.00
Office Specialist II	2.00	2.00	2.00	1.00
Secretary to the City Manager	1.00	-	-	-
Total City Manager's Office	15.81	15.81	16.00	13.00
<u>Finance Department</u>				
Director of Finance	1.00	1.00	1.00	1.00 *
Accountant	1.00	1.00	1.00	1.00
Accounting Specialist I	1.00	1.00	1.00	1.00
Accounting Specialist II	4.00	4.00	4.00	3.00
Accounting Supervisor	1.00	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00	1.00
Budget & Research Officer	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	-
Budget Specialist	1.00	1.00	1.00	1.00
Business License Inspector	1.00	1.00	1.00	-
Buyer	1.00	1.00	1.00	-
Executive Secretary	1.00	1.00	1.00	1.00
Grant Administrator	1.00	1.00	1.00	-
Payroll Coordinator	1.00	1.00	1.00	1.00
Permit Processing Specialist	1.00	1.00	1.00	1.00
Purchasing Supervisor	1.00	1.00	1.00	1.00
Revenue Investment Specialist	1.00	1.00	1.00	-
Revenue Supervisor	1.00	1.00	1.00	1.00
Storekeeper	1.00	1.00	1.00	1.00
Tax Auditing Specialist	1.00	1.00	1.00	1.00
Total Finance Department	23.00	23.00	23.00	17.00
<u>Administrative Services Department</u>				
Administrative Services Director	1.00	1.00	1.00	1.00
Administrative Secretary	3.00	3.00	3.00	3.00
Assistant Recreation Supervisor	2.00	2.00	2.00	2.00
Benefits Coordinator	1.00	1.00	1.00	-
Central Services Supervisor	1.00	1.00	1.00	1.00
Communications Installer	1.00	1.00	1.00	1.00
Communications Officer	15.00	15.00	15.00	15.00

* Position authorized, but unfunded

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
<u>Administrative Services Department (continued)</u>				
Communications Supervisor	3.00	3.00	3.00	4.00
Computer Operations & Networking Sup.	1.00	1.00	1.00	1.00
Electronics Technician	1.00	1.00	1.00	1.00
Emergency Services Training Specialist	1.00	1.00	1.00	-
Executive Secretary	1.00	1.00	1.00	-
Graphics Designer	2.00	2.00	2.00	2.00
Human Resources Administrator	2.00	2.00	2.00	2.00
Human Resources Analyst	3.00	3.00	3.00	3.00
Human Resources Manager	1.00	1.00	1.00	1.00
Human Resources Office Specialist II	-	-	-	1.00
Human Resources Secretary	1.00	1.00	1.00	-
Information Technology Manager	-	1.00	1.00	1.00 *
Management Analyst	1.00	1.00	1.00	1.00
Management Information Services Manager	1.00	-	-	-
Messenger	1.00	1.00	1.00	-
Network Administrator	5.00	5.00	5.00	3.00
Office Specialist II	4.00	4.00	4.00	-
Offset Press Operator II	1.00	1.00	1.00	1.00
Principal Human Resources Analyst	1.00	1.00	1.00	1.00
Programmer Analyst I	1.00	1.00	1.00	-
Programmer Analyst II	2.00	2.00	2.00	-
Recreation Coordinator	2.00	2.00	2.00	2.00
Recreation Manager	1.00	1.00	1.00	1.00
Recreation Specialist	1.00	1.00	1.00	1.00
Recreation Supervisor	2.00	2.00	2.00	1.00
Senior Communications Officer	3.00	3.00	3.00	2.00
Senior Communications Supervisor	1.00	1.00	1.00	1.00
Senior Programmer Analyst	3.00	3.00	3.00	3.00
Systems & Programming Supervisor	1.00	1.00	1.00	1.00
Telecommunications Manager	1.00	1.00	1.00	1.00
Video Production Coordinator	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	1.00	1.00	1.00
Total Administrative Services Department	74.00	74.00	74.00	60.00
<u>Police Department</u>				
Police Chief	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Animal Control Officer	3.00	3.00	3.00	3.00
Civilian Investigator	2.00	2.00	2.00	1.00
Community Services Specialist	15.00	15.00	15.00	6.00
Corporal	10.00	9.00	2.00	1.00
Crime Analyst	1.00	1.00	1.00	1.00
Crime Prevention Specialist	2.00	2.00	2.00	-
Crime Scene Investigator Supervisor	1.00	1.00	1.00	1.00
Crime Scene Specialist	5.00	5.00	5.00	2.00
Custody Officer	11.00	11.00	11.00	11.00
Executive Secretary	1.00	1.00	1.00	1.00

* Position authorized, but unfunded

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
<u>Police Department (continued)</u>				
Management Analyst	1.00	1.00	1.00	-
Office Specialist II	4.00	4.00	4.00	2.00
Police Administrative Svcs Commander	1.00	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00	2.00
Police Helicopter Pilot	4.00	4.00	4.00	3.00
Police Helicopter Sergeant	1.00	1.00	1.00	1.00
Police Lieutenant	8.00	8.00	8.00	8.00
Police Officer	98.00	101.00	108.00	101.00
Police Records Administrator	1.00	1.00	1.00	1.00
Police Records Bureau Shift Supervisor	3.00	3.00	3.00	3.00
Police Records Bureau Supervisor	1.00	1.00	1.00	1.00
Police Sergeant	24.00	25.00	25.00	22.00
Police Training Assistant	1.00	1.00	1.00	1.00
Police Training Administrator	1.00	1.00	1.00	-
Property Evidence Specialist	1.00	1.00	1.00	1.00
Property Evidence Supervisor	1.00	1.00	1.00	1.00
Range Master	1.00	1.00	1.00	1.00
Senior Police Officer	16.00	13.00	13.00	10.00
Senior Police Records Technician	18.00	18.00	18.00	16.00
Total Police Department	240.00	240.00	240.00	204.00
<u>Fire Department</u>				
Fire Chief	1.00	1.00	1.00	1.00
Battalion Chief	3.00	3.00	3.00	3.00
Deputy Fire Chief/Fire Marshal	-	1.00	1.00	1.00
Deputy Fire Chief/Operations	2.00	1.00	1.00	1.00
Emergency Medical Services Coordinator	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Fire Administrative Battalion Chief	-	1.00	1.00	1.00 *
Fire Captain	25.00	24.00	24.00	21.00
Fire Engineer	24.00	24.00	24.00	24.00
Fire Protection Analyst	2.00	2.00	2.00	1.00
Fire Protection Specialist	2.00	2.00	2.00	2.00
Firefighter	48.00	48.00	48.00	39.00
Management Analyst	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	-
Total Fire Department	111.00	111.00	111.00	97.00
<u>Development Services Department</u>				
Development Services Director	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Assistant Development Services Director	1.00	1.00	1.00	-
Assistant Planner	2.00	2.00	2.00	1.00
Associate Planner	1.00	1.00	1.00	1.00
Building Inspector	2.00	2.00	2.00	-
Building Official	1.00	1.00	1.00	1.00
Building Technician	1.00	1.00	1.00	1.00

* Position authorized, but unfunded

**FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT**

	FY 07-08	FY 08-09	FY 09-10	FY 10-11
	Actual	Actual	Adopted	Adopted
<u>Development Services Department (continued)</u>				
Building Technician II	1.00	1.00	1.00	-
Chief of Code Enforcement	1.00	1.00	1.00	-
Chief of Inspection	1.00	1.00	1.00	1.00
Chief Plans Examiner	1.00	1.00	1.00	1.00
Code Enforcement Officer	8.00	8.00	8.00	4.00
Combination Inspector	2.00	2.00	2.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Office Coordinator	1.00	1.00	1.00	1.00
Office Specialist II	6.00	6.00	6.00	4.00
Permit Processing Specialist	1.00	1.00	1.00	-
Plan Check Engineer	2.00	2.00	2.00	1.00
Plan Checker	1.00	1.00	1.00	1.00
Principal Planner	2.00	2.00	2.00	2.00
Senior Electrical Inspector	1.00	1.00	1.00	1.00
Senior Planner	2.00	2.00	2.00	2.00
Senior Plumbing/Mechanical Inspector	1.00	1.00	1.00	1.00
Total Development Services Department	43.00	43.00	43.00	28.00
<u>Public Services Department</u>				
Director of Public Services	1.00	1.00	1.00	1.00
Administrative Secretary	3.00	3.00	3.00	3.00
Assistant Engineer	6.00	6.00	6.00	4.00
Assistant Street Superintendent	1.00	1.00	1.00	1.00
Associate Engineer	3.00	3.00	3.00	2.00
Chief Construction Inspector	1.00	1.00	1.00	-
City Engineer	1.00	1.00	1.00	1.00
Construction Inspector	2.00	2.00	2.00	1.00
Contract Administrator	-	-	-	1.00
Engineering Technician I	1.00	1.00	1.00	-
Engineering Technician II	5.00	5.00	5.00	4.00
Engineering Technician III	3.00	3.00	3.00	2.00
Equipment Mechanic II	3.00	3.00	3.00	2.00
Equipment Mechanic III	3.00	3.00	3.00	3.00
Executive Secretary	1.00	1.00	1.00	1.00
Facilities & Equipment Supervisor	1.00	1.00	1.00	1.00
Facility Maintenance Technician	3.00	3.00	3.00	2.00
Lead Equipment Mechanic	1.00	-	-	-
Lead Facilities Maintenance Technician	1.00	-	-	-
Lead Maintenance Worker	8.00	8.00	8.00	6.00
Maintenance Services Manager	1.00	1.00	1.00	1.00
Maintenance Supervisor	3.00	5.00	5.00	5.00
Maintenance Worker	19.00	19.00	19.00	11.00
Management Analyst	1.19	1.19	1.00	1.00
Office Specialist I	1.00	1.00	1.00	-
Office Specialist II	1.00	1.00	1.00	1.00

**FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT**

	FY 07-08	FY 08-09	FY 09-10	FY 10-11
	Actual	Actual	Adopted	Adopted
<u>Public Services Department (continued)</u>				
Senior Engineer	3.00	3.00	3.00	3.00
Senior Maintenance Supervisor	1.00	1.00	1.00	1.00
Senior Maintenance Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	19.00	19.00	19.00	14.00
Transportation Services Manager	1.00	1.00	1.00	1.00
Total Public Services Department	99.19	99.19	99.00	74.00
Total Full-time Employees	611.00	611.00	611.00	498.00
<u>Part-time Employees FTE's (Full-time Equivalents)</u>				
City Council	0.50	0.50	0.50	-
City Manager's Office	0.75	0.75	-	0.50
Finance Department	1.42	1.42	1.42	0.75
Administrative Services Department	50.66	52.21	42.68	43.05
Police Department	22.73	26.75	14.63	9.88
Fire Department	1.92	1.92	1.92	1.44
Development Services Department	2.00	2.00	1.50	1.50
Public Services Department	9.71	9.71	9.96	2.50
Redevelopment	-	-	-	0.50
Total Part-time FTE's	89.69	95.26	72.61	60.12

SUMMARY OF ADOPTED REPLACEMENT VEHICLES
FISCAL YEAR 2010-2011

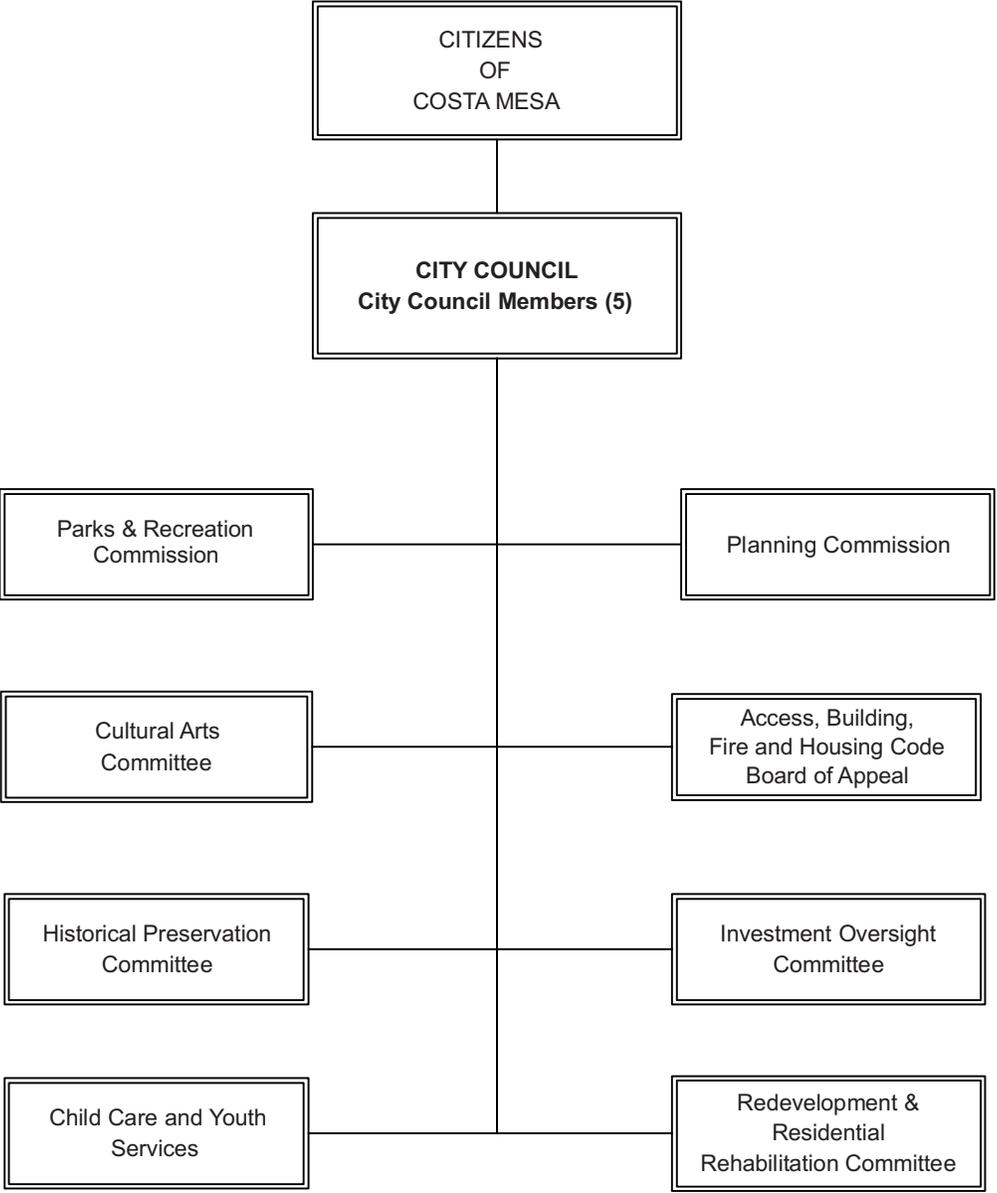
Unit	Current Vehicle	Description Requested Vehicle	Green Purchase Price
778	2001 Ford Taurus	Small Hybrid SUV	\$ 30,000
733	2002 Ford Taurus	Hybrid Sedan/SUV	30,000
743	2001 Ford Crown Victoria	Hybrid Sedan/SUV	30,000
699	2001 Ford Taurus	Hybrid Sedan/SUV	30,000
311	1980 GMC Service Truck (Sign truck)	Service Truck	73,000
Total Police Field Operations			\$ 193,000
Total Adopted Replacement Vehicles			\$ 193,000

SUMMARY OF ADOPTED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2010-2011

Improvement Category	Total
Street Improvement	
Citywide Street Improvements	\$ 1,483,588
CDBG Alley Improvement - Ford Road Alley	145,000
CDBG Alley Improvement - Bay Street Alley	145,000
Citywide Unimproved Alley - Coolidge Avenue	200,000
Storm Drain Improvement	
Mesa Verde Storm Drain Improvements	440,000
Curbs and Sidewalks	
New Sidewalk / Missing Link	100,000
Parkway Improvements	250,000
Priority Sidewalk Repair	50,000
Parkway Reforestation Project	100,000
Traffic Operations	
Victoria School Pedestrian and Bike Improvements	45,000
Broadway Safe Route to School Project	60,000
Citywide Bicycle Promotion Project	80,000
Park Improvements	
TeWinkle Park Lake Repairs	70,000
Joann Street Bike Trail Improvements	520,000
Smallwood Park Improvements	130,000
Total FY 10-11 Adopted Capital Improvement Projects	\$ 3,818,588

SUMMARY OF ADOPTED MAINTENANCE PROJECTS
FISCAL YEAR 2010-2011

Facility	Requested Project Description	Cost
City Hall	Interface Simplex Fire alarm system with PD and Communications	\$ 12,000
	Rehab front ADA door	4,000
IT	Replace power distribution for UPS systems	20,000
Police Department		
Jail	Replace failing Sally port roll up door	12,000
Fire Station #5	Fumigate building	8,000
	Replace A/C unit and duct work	29,000
Fire Station #6	Replace A/C unit	9,000
Del Mesa Park	Fumigate/repair termite damage in restroom building	4,500
Shiffer Park	Treat & repair termite damage in restroom building	3,000
	Replace failed doors	3,000
Wakeham Park	Fumigate and repair termite damage in restroom	4,500
	Paint roof trim & overhang	2,500
Wilson Park	Replace wood restroom doors w/steel	7,000
Various Locations	Parkway & median irrigation controller replacement (5)	7,500
	Replace deteriorated irrigation controller cabinets (5)	5,000
	Repair ADA approved playground equipment & surfaces	25,000
Total General Fund Adopted Maintenance Projects		\$ 156,000
NCC	Upgrade AC unit	\$ 28,000
	Install ADA patron door access	10,000
DRC	Upgrade capacity of chlorine tank	1,600
	Install ADA patron door access	10,000
Senior Center	Install wrought iron fence and gates in exit alcove	18,000
	Multi-purpose room Upgrade movable wall system	20,000
	Upgrade multi purpose room floor and stage	10,500
Total CDBG Adopted Maintenance Projects		\$ 98,100



CITY COUNCIL

The City Council is a General Government Support function. There are five Council Members. In November 2010, a general municipal election will be held to select two Council Members. Each year, the Council Members may elect the Mayor and the Mayor Pro-Tem. This department is comprised of one division with one program bearing the same title.

CITY COUNCIL

City Council - Program 50110

Enacts ordinances to promote the health, safety, and general welfare of the citizens of Costa Mesa within the limitations of the Government Code of the State of California; levies taxes for the support of municipal services; regulates the use of property through zoning laws; and appoints the City Manager, City Attorney, City Treasurer, various commissions, committees and boards.

BUDGET NARRATIVE –

The FY 10-11 adopted budget for the City Council is \$204,985, a decrease of \$47,211 or -18.72% as compared to the adopted budget for FY 09-10. The decrease is primarily attributed to a reduction in City Council member salaries and the elimination of part-time hours. There is an increase in various maintenance and operation accounts because 2010 is an election year for two City Council seats. With the potential of two new City Council members, some operation accounts needed to be increased over last year.

GOALS

- Create, develop, and maintain a safe, secure and harmonious community that values diversity; maintain quality public facilities and infrastructure, and a physically attractive environment; ensure continuing sufficient fiscal resources for City services.

OBJECTIVES

- To determine major policy which represents and meets the needs of the citizens of Costa Mesa.
- To formulate City policies which will provide effective and efficient means of carrying out goals.

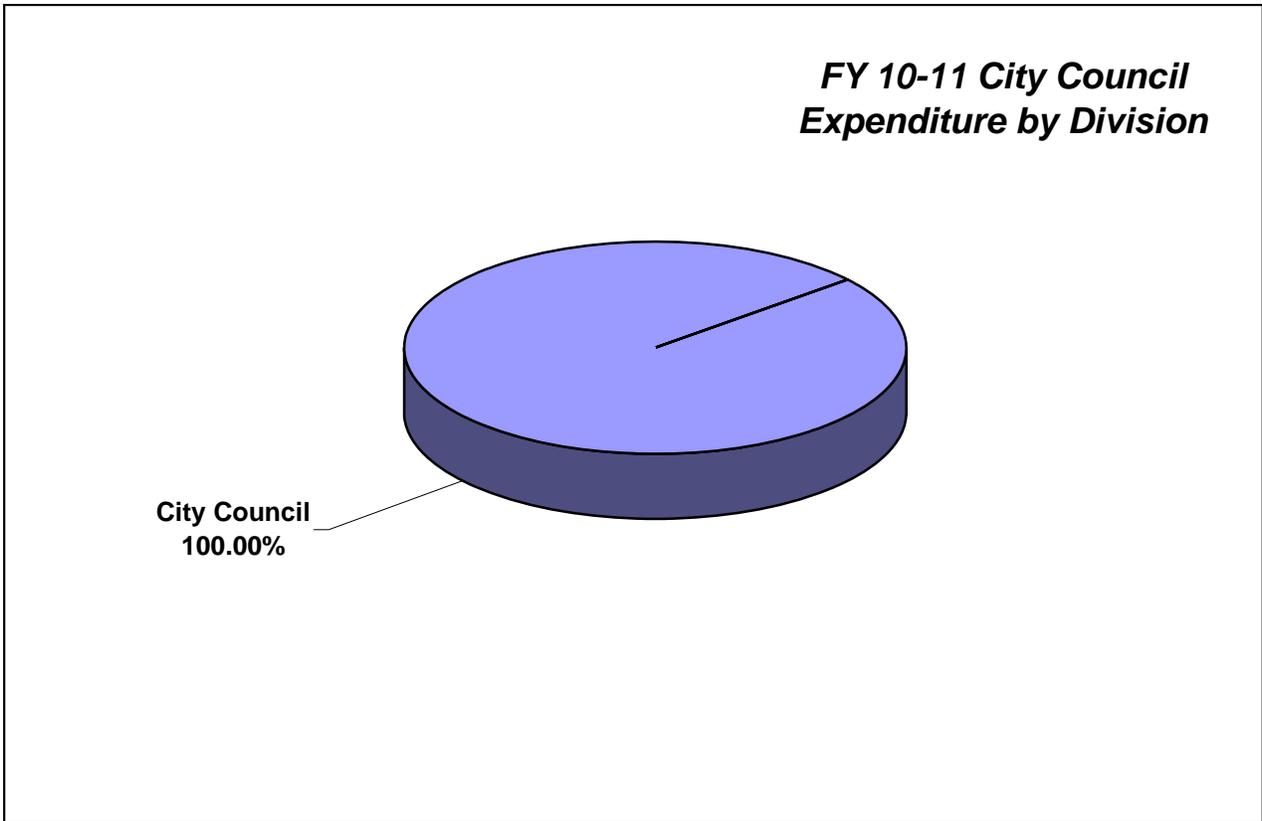


**CITY COUNCIL
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
<u>City Council - 10100</u>				
Council Member	5.00	5.00	5.00	5.00
<i>Subtotal City Council - 50110</i>	5.00	5.00	5.00	5.00
Total Department Full-time Positions	5.00	5.00	5.00	5.00
Total Department Part-time Positions (in FTE's)	0.50	0.50	0.50	-
TOTAL DEPARTMENT	5.50	5.50	5.50	5.00

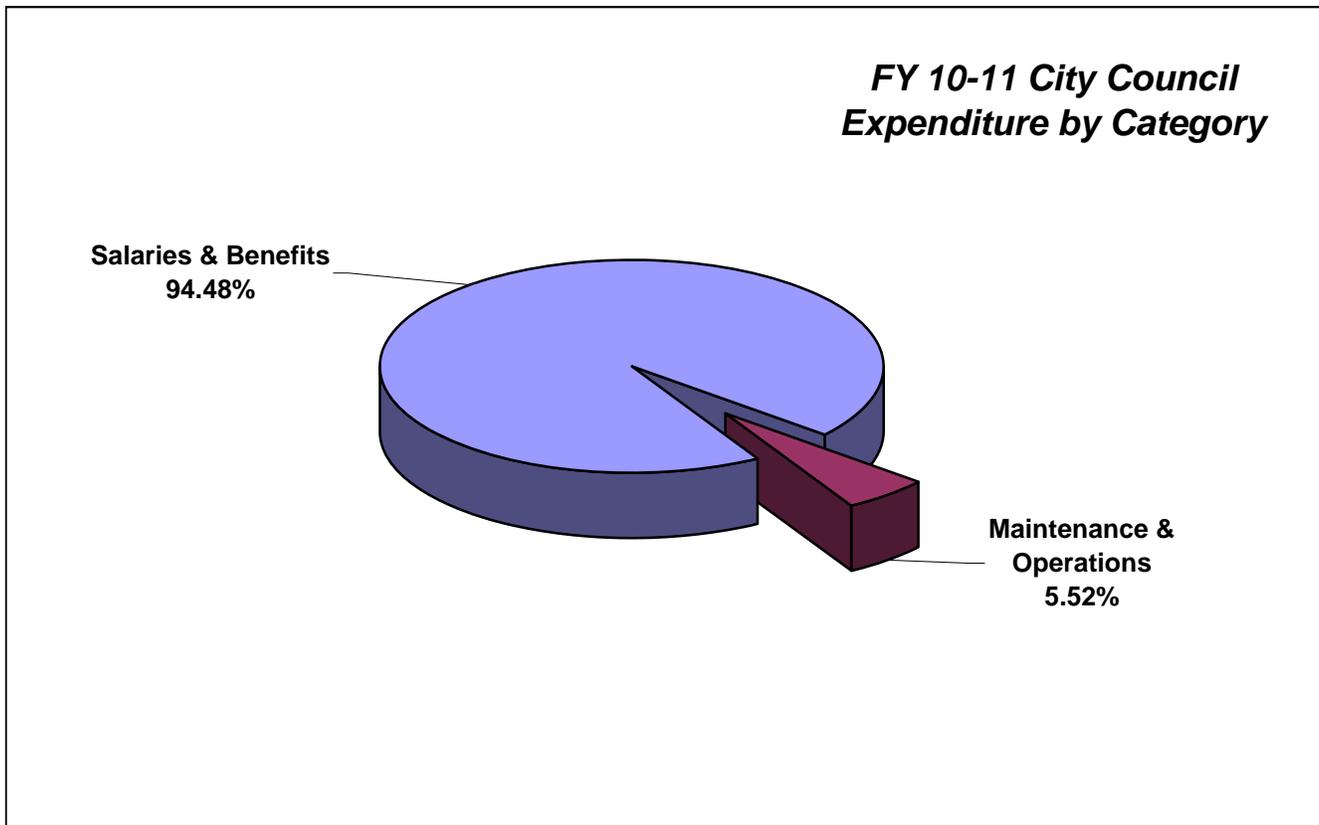
**CITY COUNCIL
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
City Council - 10100	\$ 269,435	\$ 270,545	\$ 252,196	\$ 204,985	-18.72%
Total Expenditures	\$ 269,435	\$ 270,545	\$ 252,196	\$ 204,985	-18.72%



**CITY COUNCIL
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 246,320	\$ 247,716	\$ 244,121	\$ 193,660	-20.67%
Maintenance & Operations	23,115	22,829	8,075	11,325	40.25%
Fixed Assets	-	-	-	-	0.00%
Total Expenditures	\$ 269,435	\$ 270,545	\$ 252,196	\$ 204,985	-18.72%



	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 269,435	\$ 270,545	\$ 252,196	\$ 204,985	100.00%
Total Funding Sources	\$ 269,435	\$ 270,545	\$ 252,196	\$ 204,985	100.00%

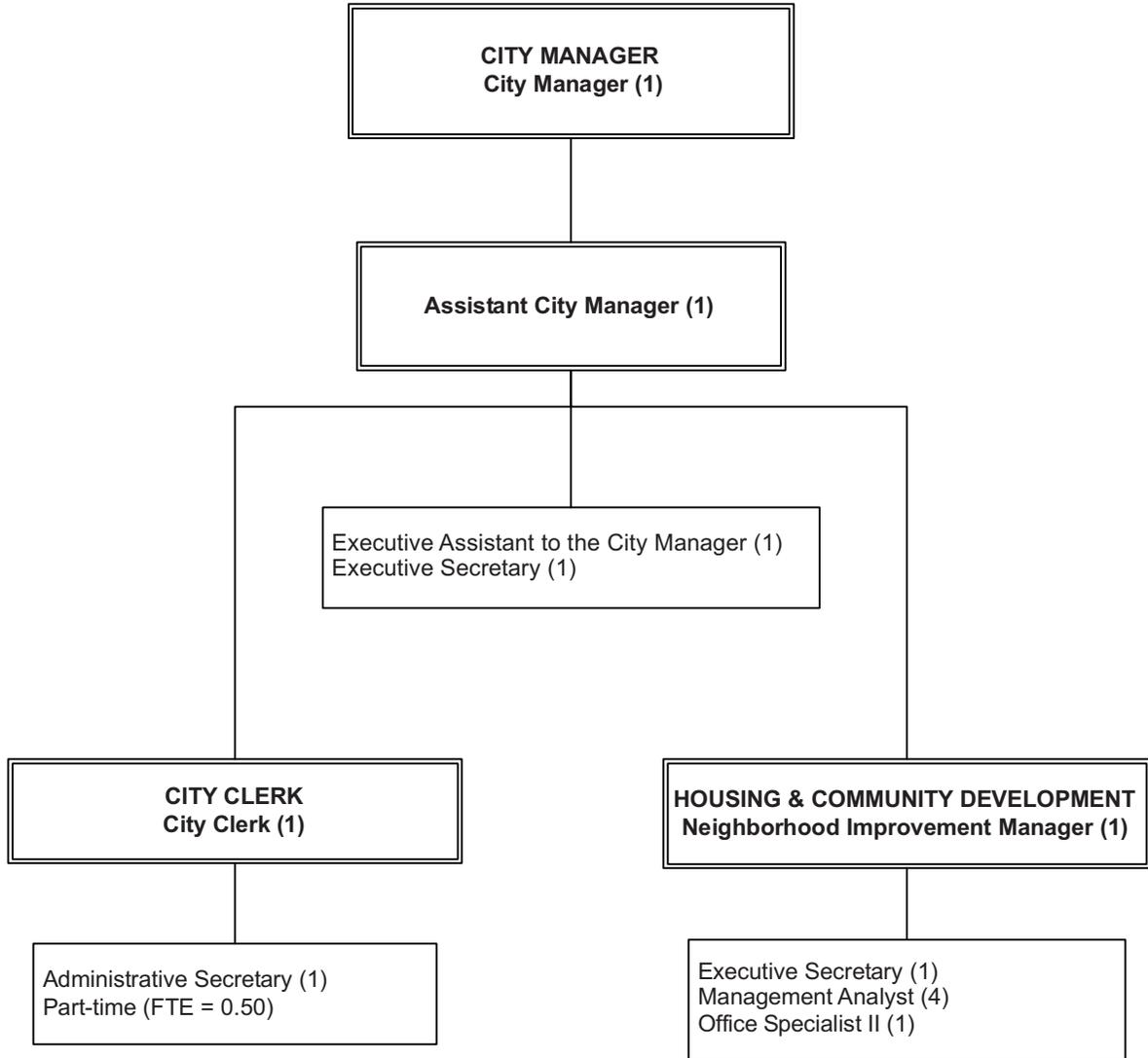
CITY OF COSTA MESA, CALIFORNIA

**CITY COUNCIL
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account #	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 57,103	\$ 57,383	\$ 57,120	\$ 55,692	-3%
Regular Salaries - Part time	501300	19,837	23,826	21,766	-	-100%
Cafeteria Plan	505100	86,100	87,984	89,490	89,490	0%
Medicare	505200	2,062	2,211	1,144	808	-29%
Retirement	505300	9,538	9,571	8,999	7,206	-20%
Professional Development	505500	71,681	66,741	65,602	40,464	-38%
Subtotal Salaries & Benefits		\$ 246,320	\$ 247,716	\$ 244,121	\$ 193,660	-21%
Stationery and Office	510100	\$ 809	\$ 634	\$ 1,250	\$ 1,250	0%
Multi-Media, Promotions and Subs	510200	1,524	2,610	2,900	1,875	-35%
Small Tools and Equipment	510300	3,395	2,113	500	2,000	300%
Uniform & Clothing	510400	53	347	1,000	1,600	60%
Postage	520100	508	385	600	600	0%
Advertising and Public Info.	520300	13,000	13,500	-	-	0%
Telephone/Radio/Communications	520400	1,781	1,474	500	1,500	200%
Board Member Fees	520800	540	600	-	-	0%
Office Equipment	525700	150	-	375	500	33%
External Rent	535400	-	-	-	500	0%
Central Services	535800	1,354	1,166	950	1,500	58%
Other Costs	540900	1	-	-	-	0%
Subtotal Maintenance & Operations		\$ 23,115	\$ 22,829	\$ 8,075	\$ 11,325	40%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Expenditures		\$ 269,435	\$ 270,545	\$ 252,196	\$ 204,985	-19%

**CITY COUNCIL
EXPENDITURE SUMMARY BY PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
CITY COUNCIL - 10100					
City Council - 50110					
Salaries & Benefits	\$ 246,320	\$ 247,716	\$ 244,121	\$ 193,660	-21%
Maintenance & Operations	23,115	22,829	8,075	11,325	40%
Fixed Assets	-	-	-	-	0%
Subtotal City Council	\$ 269,435	\$ 270,545	\$ 252,196	\$ 204,985	-19%
Total Expenditures	\$ 269,435	\$ 270,545	\$ 252,196	\$ 204,985	-19%



CITY MANAGER'S OFFICE

The City Manager's Office is a General Government Support function. The Department has 13 full-time staff members composed of four management, four professional, and five clerical positions, plus one part-time administrative intern. There is one part-time consultant assisting in the Community Development Block Grant program and one part-time consultant assisting in housing rehabilitation for the Housing and Community Development Division. The Department is comprised of three divisions, split into different programs. The three divisions are as follows:

- * ***Administration***
- * ***City Clerk***
- * ***Housing and Community Development***

ADMINISTRATION - 11100

City Manager - 50210

Coordinates and directs City's functions within the framework of policy established by the City Council; advises Council as to the financial condition and needs of the City and also provides information to the public.

City Council - 50110

Coordinates meetings, appointments, and conferences for City Council; oversees Council's correspondence and mail; orders supplies and other needs of Council Members; and performs clerical duties related to Council's business.

CITY CLERK - 11200

Council Meetings - 50410

Prepares agendas; records and prepares minutes of regular and special meetings of the City Council; prepares and publishes City legal notices and performs clerical duties related to Council's business.

Public Records - 50420

Maintains official records of the City; attests to the Mayor's signature and the signatures of other local officials on legal documents; arranges the recordation of legal documents; administers loyalty oaths of office for personnel and local officials; maintains legislative history and archived documents; and assists the public with information requests.

Elections - 50120

Administers the local General Municipal Election and special elections, and collaborates with the Orange County Registrar of Voters for the conduct of those elections. Processes the nomination papers of prospective candidates for City Council and oversees the filing requirements for the Political Reform Act.

HOUSING AND COMMUNITY DEVELOPMENT – 11310/11320

Code Enforcement - 20350

Enforces municipal codes related to land use, property maintenance, and signs. Such enforcement may be the result of complaints received from citizens, or may be initiated by code enforcement officers on a proactive basis.

Public Services Programs - 20421

Coordinates and implements public service grants allocated by the City Council and funded through the Community Development Block Grant (CDBG). Public service grants are awarded to non-profit agencies that provide services such as: homelessness prevention; youth and after-school programs; senior and disabled services; low or no cost medical and dental services; and other eligible uses.

CITY MANAGER'S OFFICE

Single-Family Housing Rehabilitation - 20422

Provides deferred, low-interest loans of up to \$40,000 to low-income, single-family homeowners for interior and exterior property improvements including code and building violations, lead-based paint hazards, and other repairs.

Neighborhood Improvement - 20425

Provides grants to very low-income, single-family homeowners for interior and exterior property improvements including code and building violations, lead-based paint hazards, and other repairs.

Neighbors for Neighbors - 20426

Coordinates and implements the City's two special community clean-up events. The events are intended to promote beautification of the community and are focused on low-income elderly and disabled, owner-occupied homes in the community, experiencing physical and/or economic decline.

CDBG Administration - 20427

Administers, coordinates and implements the City's federally-funded CDBG programs and capital improvement projects, as approved by the City Council.

HOME Administration - 20440

Administers, coordinates and implements the City's federally-funded HOME programs, as approved by the City Council.

HOME Projects - 20445

Administers the City's affordable housing projects funded with HOME grant funds, as approved by the City Council.

BUDGET NARRATIVE –

The FY 10-11 adopted budget for the City Manager's Office, including the City Clerk's Office, is \$2,829,286, an increase of \$80,449 or 2.93%, compared to the adopted budget for FY 09-10. Due to a municipal election in November 2010, increases in the City Clerk's Division consist of \$95,000 increase in consulting fees to be paid to the Registrar of Voters. The City Manager's Office has eliminated the positions of Legislative and Public Affairs Manager, and one Management Analyst.

The City Manager's Office also oversees the Housing & Community Development (HCD) program. The proposed budget for HCD reflects the total Housing and Urban Development (HUD) entitlement of \$2,074,174 for CDBG and \$771,888 for the HOME programs. The CDBG entitlement will also fund several hundred thousand dollars of various capital improvement projects as listed in the Capital Improvement Section of the budget document.

CITY MANAGER'S OFFICE

PRIOR YEAR'S ACCOMPLISHMENTS

- Apprised residents of City information in a timely and easily accessible manner through various means: press releases, brochures and flyers, information, forms and documents on the City's website, through City Channel 24, and in the "Community News" section of the quarterly Costa Mesa Community News and Recreation Review brochure.
- Began multi-pronged effort to keep the Orange County Fairgrounds from being sold by the State of California.
- Continued positive working relationship among City administrative staff, the League of California Cities, Orange County Division representatives, and elected area legislators. Combined efforts in communications to ensure that the City is "heard" on issues that would positively and/or negatively affect Costa Mesa, and that the City is kept current on the latest legislation and State issues, such as the State's budget. Attended various key meetings dealing with the State budget and proposed legislation. Prepared over 25 letters on bills and legislative issues to area legislators, state bill authors, and the Governor.
- Improved service and coordination by departments, in terms of response and resolution time, as it pertains to the number of citizen complaints, concerns, requests for service, and general inquiries, based on the City Manager's Office Complaint Tracking System and correspondence.
- Continued producing bi-monthly electronic newsletters to the City Council.
- Assisted the 1/5 Support Group in fundraising and awareness efforts for the City's adopted 1st Battalion, 5th Marine Regiment, including a spring/summer/fall care package campaign and the 2009 Holiday Welcome Home care package/monetary donation campaign.
- Created and prepared a dog waste bag and dispenser sponsorship and donation program. Worked with Animal Control Services Division on license fees and rate surveys, increasing the number of licenses for dogs in Costa Mesa, and potential fee changes.
- Continued to work with the City's Disaster Preparedness Committee to increase public awareness, train staff, and provide guidelines and information on the City's website.
- Conducted a Special Municipal Election for a Council initiated ballot measure.
- Successfully conducted the General Municipal Election for two Council seats.
- Initiated a comprehensive Citywide review of record retention schedules.
- Began preparing a written policy of records retention.
- Hosted two successful Neighbors for Neighbors events involving the coordination of more than 800 volunteers to assist with the beautification of 10 area homes.
- Administered and monitored 17 public service grants to local non-profit providers successfully.
- Completed inspections and re-certifications of 69 units in Costa Mesa.
- Completed 7 rehab loans and 35 rehab grants.
- Responded to 148 homeless or affordable housing assistance inquiries.
- Successfully completed and submitted the City's 2010-2014 Consolidated Plan.
- Completed selection and negotiation of a developer for the NSP Program. Began implementation of the Program in early 2010.
- Entered into a PSA with two HPRP non profits and began HPRP program implementation.
- Worked with new management of Costa Mesa Village to implement contract requirements and conduct inspections and financial monitoring.

CITY MANAGER'S OFFICE

GOALS

- Ensure the highest level of service to the Costa Mesa community through the development of programs and processes, as set by City Council, and through coordination and direction of activities and departments of the City.
- Simplify forms, procedures and processes and ensure accessibility of information.
- Administer special programs and projects in a timely manner, as set by the City Council.
- Maintain accurate records of official documents of the City; publish City legal notices as required by law.
- Complete review of City's records retention schedule and policies.
- Identify the City's Vital Records for disaster preparedness purposes.
- Administer the City's federally-funded CDBG and HOME grants by developing eligible programs and projects that benefit low and moderate-income households, and eliminate slum and blight in the City of Costa Mesa.
- Administer the American Reinvestment and Recovery Act (ARRA) programs in an expedient manner in order to implement stimulus programs.

OBJECTIVES

- Assist the City Council in guiding municipal operations, coordinate Council's activities and meeting requests, and prepare documents and materials as requested.
- Ensure that policies/directives and program objectives set by the City Council are executed effectively and efficiently.
- Respond to inquiries from the public in a highly responsive manner.
- Implement a comprehensive New Employee Orientation program, with the assistance of the Human Resources Division.
- Ensure the public is made aware 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.
- Create a Legislative Platform to assist with advocating for City legislative positions.
- Continue to work with Orange County Public Library and its support groups in the community on ways to augment the delivery of library services to Costa Mesa.
- Prepare and distribute the agenda for Council meetings to City Council at least five calendar days prior to the meeting and prepare/distribute the minutes of Council meetings five days prior to the following regular meeting.
- Maintain the filing of City records for immediate retrieval, provide official information within prescribed time deadlines, and ensure that City documents are kept safe.
- Further fair housing by providing opportunities for decent, safe and sanitary housing to all segments of the community.
- Prevent blight and deterioration of the community through the use of federal grant funds.
- Provide public services to low and moderate income persons.
- Provide assistance to low and moderate-income homeowners in maintaining their homes and remedying code violations.
- Implement new CDBG energy grant program and CDBG tool rental program.
- Begin negotiation of an affordable housing agreement for a senior housing project.

CITY MANAGER'S OFFICE

Performance Measures/Workload Indicators:	FY 08-09 <u>Actual</u>	FY 09-10 <u>Adopted</u>	FY 10-11 <u>Adopted</u>
<u>Performance Measures:</u>			
Percentage of complaint responses provided within 10 business days:	80%	85%	70%
Completed City Council minutes by the following Council meeting:	89%	100%	95%
Public record requests to the City Clerk responded to within prescribed time:	87%	100%	90%
Completed RDA minutes by the following RDA meeting:	100%	100%	100%
Completed 3R minutes by the following 3R meeting:	100%	100%	100%
Number of residents served via Public Services programs:	2,395	3,000	2,800
Number of resident households served via the HPRP programs:	*	*	20
Fair Housing Foundation referrals for service:	*	540	440
Cal Home loans underway:	*	3	1
Single Family Rehab Grants completed:	*	46	32
Single Family Rehab Loans completed:	*	8	7
Neighbors For Neighbors events completed:	*	2	2
Completed monitoring of projects:			
a. Housing quality standard inspections of rental units	*	49	99
b. Recerts of Rental Units	*	162	162
c. Occupancy monitoring of first time home buyer loans	*	36	34
d. Residual Receipts Monitoring	*	6	5
e. Occupancy monitoring of owner- occupied Rehab units?	*	2	26
f. Occupancy monitoring of rental rehab units	*	2	2
Percentage of Housing portion of State Controller's report completed:	*	100%	100%
Enter into an Affordable Housing Agreement with developer for a senior housing project.	*	*	100%
Obtain approval and begin design of new Energy Grant Program	*	*	100%
<u>Workload Indicators:</u>			
Number of correspondence letters prepared on legislation:	61	40	20
Number of complaints requiring formal written response (including email letters):	74	200	100
Number of weekly informal complaints/inquiries received/processed:	564	515	450
Press releases & information pieces processed:	203	130	70
Number of Council requests and projects processed:	1,065 (12)	1,108 (10)	550 (7)
Number of proclamations, certificates, speeches, tours, response/ congratulatory letters prepared and other Council-related support activities:	*	324	200
Number of formal and informal records requests & phone calls processed:	6,822	5,800	4,500
Number of requests for homeless and/or affordable housing assistance processed/responded to:	*	148	150
Number of FTHB/Rehab loan payoffs and subordinations:	*	8	7
Homes acquired/rehabbed utilizing Neighborhood Stabilization Program:	*	2	1
Homes sold to an eligible first time homebuyer utilizing NSP:	*	*	2

*new item. prior year's data not available

**CITY MANAGER'S OFFICE
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
<u>City Manager - 11100</u>				
Executive Secretary	0.50	0.50	0.50	0.50
<i>Subtotal City Council - 50110</i>	0.50	0.50	0.50	0.50
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	0.88	0.88	0.88
Executive Secretary	0.50	0.50	0.50	0.50
Executive Assistant to the City Manager	1.00	1.00	1.00	1.00
Legislative & Public Affairs Manager	1.00	1.00	1.00	-
Management Analyst	1.00	1.33	1.33	0.23
<i>Subtotal City Manager - 50210</i>	5.50	5.71	5.71	3.61
Total City Manager Full-time Positions	6.00	6.21	6.21	4.11
Total City Manager Part-time Positions (in FTE's)	0.75	-	-	-
<u>City Clerk - 11200</u>				
City Clerk	0.10	-	-	0.10
Administrative Secretary	0.10	-	-	0.10
Office Specialist II	0.10	-	-	-
<i>Subtotal Elections - 50120</i>	0.30	-	-	0.20
City Clerk	0.70	0.80	0.80	0.70
Administrative Secretary	0.70	0.80	0.80	0.70
Office Specialist II	0.70	0.80	0.80	-
<i>Subtotal City Council Meetings - 50410</i>	2.10	2.40	2.40	1.40
City Clerk	0.20	0.20	0.20	0.20
Administrative Secretary	0.20	0.20	0.20	0.20
Office Specialist II	0.20	0.20	0.20	-
<i>Subtotal Public Records - 50420</i>	0.60	0.60	0.60	0.40
Total City Clerk Full-time Positions	3.00	3.00	3.00	2.00
Total City Clerk Part-time Positions (in FTE's)	0.75	-	-	0.50
<u>Housing & Community Development - 11310/11320</u>				
Executive Secretary	0.05	0.05	0.05	0.05
Office Specialist II	0.21	0.21	0.21	0.21
<i>Subtotal Code Enforcement - 20350</i>	0.26	0.26	0.26	0.26
Management Analyst	0.90	0.73	0.73	0.73
<i>Subtotal Neighborhood Improvement - 20425</i>	0.90	0.73	0.73	0.73
Assistant City Manager	-	0.03	0.03	0.03
Neighborhood Improvement Manager	0.05	0.05	0.05	0.05
Management Analyst	0.55	0.49	0.49	0.49
<i>Subtotal Neighbors for Neighbors - 20426</i>	0.60	0.57	0.57	0.57

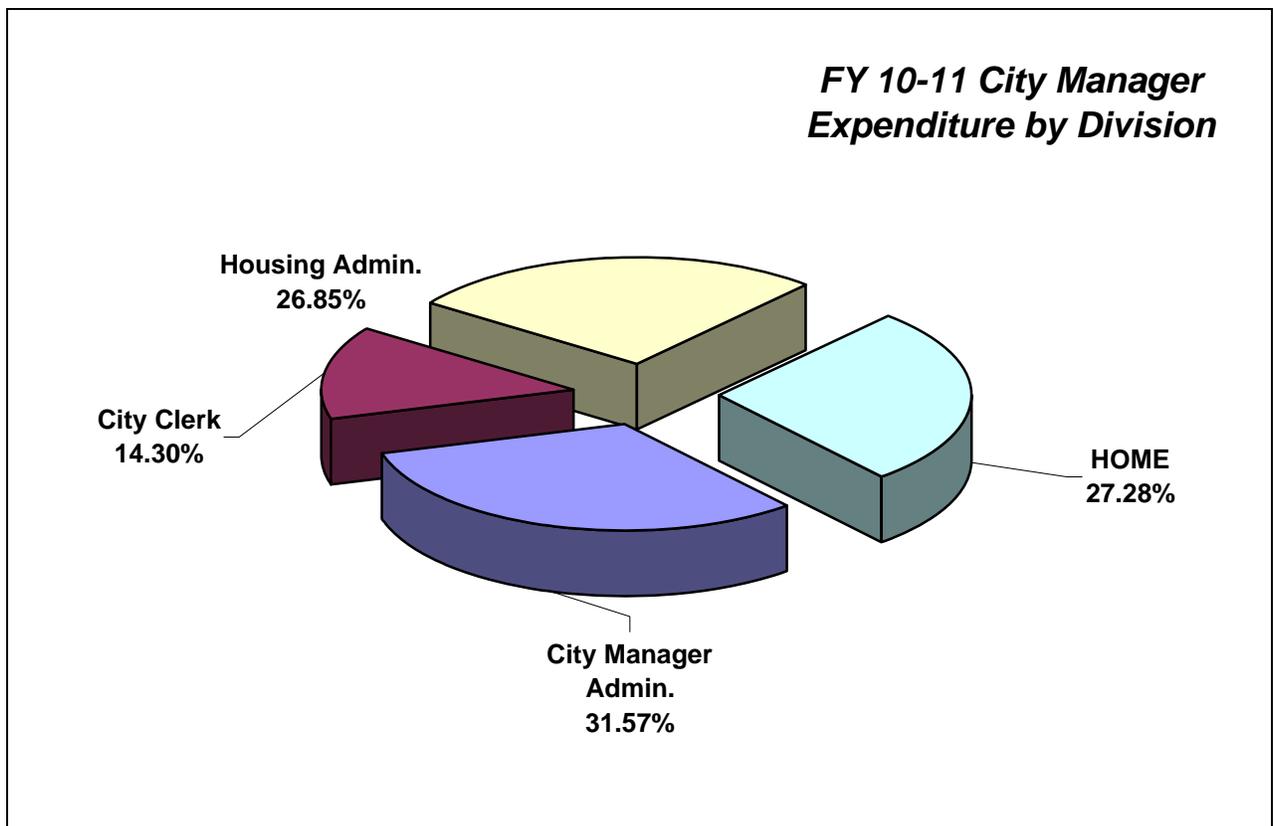
**CITY MANAGER'S OFFICE
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 07-08	FY 08-09	FY 09-10	FY 10-11
	Actual	Actual	Adopted	Adopted
<u>Housing & Community Development (continued)</u>				
Neighborhood Improvement Manager	0.25	0.25	0.25	0.25
Executive Secretary	0.15	0.15	0.15	0.15
Management Analyst	0.60	0.60	0.60	0.60
<i>Subtotal CDBG Administration - 20427</i>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Neighborhood Improvement Manager	0.25	0.25	0.25	0.25
Executive Secretary	0.05	-	-	-
Management Analyst	0.14	0.07	0.07	0.07
Office Specialist II	0.21	0.21	0.21	0.21
<i>Subtotal HOME Administration - 20440</i>	<u>0.65</u>	<u>0.53</u>	<u>0.53</u>	<u>0.53</u>
Assistant City Manager	-	0.05	0.05	0.05
Neighborhood Improvement Manager	0.15	0.15	0.15	0.15
Executive Secretary	0.60	0.60	0.60	0.60
Management Analyst	0.15	0.15	0.15	0.15
<i>Subtotal Redevelopment Admin - 60100*</i>	<u>0.90</u>	<u>0.95</u>	<u>0.95</u>	<u>0.95</u>
Management Analyst	1.22	1.38	1.38	1.48
Office Specialist II	0.58	0.58	0.58	0.58
<i>Subtotal RDA Low/Mod Projects - 60300</i>	<u>1.80</u>	<u>1.96</u>	<u>1.96</u>	<u>2.06</u>
Assistant City Manager	-	0.04	0.04	0.04
Neighborhood Improvement Manager	0.30	0.30	0.30	0.30
Executive Secretary	0.15	0.20	0.20	0.20
Management Analyst	0.25	0.25	0.25	0.25
<i>Subtotal RDA Low/Mod Administration - 60500</i>	<u>0.70</u>	<u>0.79</u>	<u>0.79</u>	<u>0.79</u>
Total Housing & Comm Devel Full-time Positions	<u>6.81</u>	<u>6.79</u>	<u>6.79</u>	<u>6.89</u>
Total Department Full-time Positions	15.81	16.00	16.00	13.00
Total Department Part-time Positions (in FTE's)	<u>0.75</u>	<u>-</u>	<u>-</u>	<u>0.50</u>
TOTAL DEPARTMENT	<u>16.56</u>	<u>16.00</u>	<u>16.00</u>	<u>13.00</u>

*Additional personnel for this program are included in Development Services

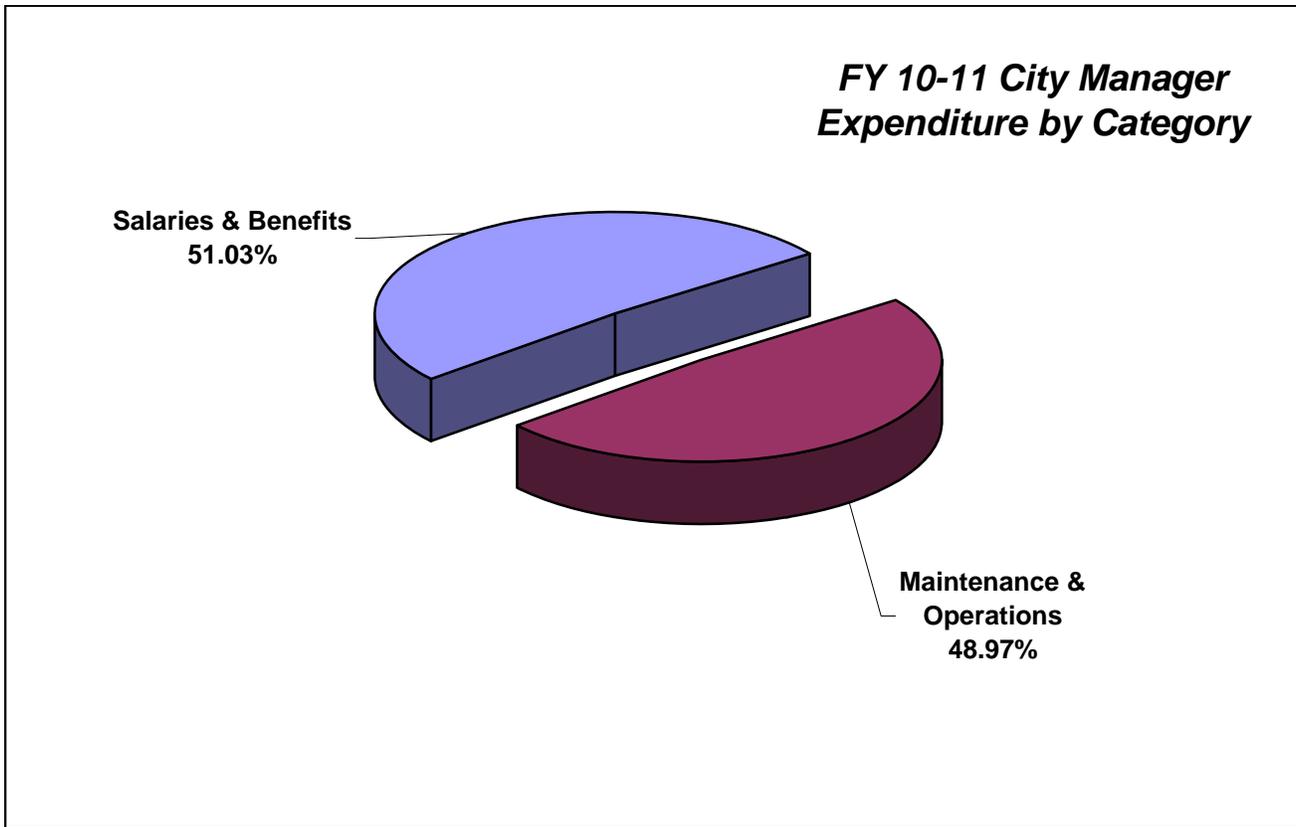
**CITY MANAGER'S OFFICE
EXPENDITURE SUMMARY BY DIVISION**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Expenditure by Division:</u>					
City Manager Admin. - 11100	\$ 1,112,333	\$ 1,154,144	\$ 1,129,110	\$ 892,937	-20.92%
City Clerk - 11200	340,867	476,344	340,790	404,675	18.75%
Housing Admin. - 11310	561,847	560,221	497,899	759,786	52.60%
HOME - 11320	962,127	1,016,211	781,039	771,888	-1.17%
Total Expenditures	\$ 2,977,175	\$ 3,206,920	\$ 2,748,837	\$ 2,829,286	2.93%



**CITY MANAGER'S OFFICE
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 1,667,035	\$ 1,767,042	\$ 1,654,305	\$ 1,443,661	-12.73%
Maintenance & Operations	1,310,140	1,388,630	1,094,532	1,385,625	26.60%
Fixed Assets	-	51,248	-	-	0.00%
Total Expenditures	\$ 2,977,175	\$ 3,206,920	\$ 2,748,837	\$ 2,829,286	2.93%



	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 1,453,201	\$ 1,630,488	\$ 1,469,899	\$ 1,297,612	45.86%
HOME Fund - 205	962,127	1,016,211	781,039	771,888	27.29%
CDBG Fund - 207	561,847	560,221	497,899	759,786	26.85%
Total Funding Sources	\$ 2,977,175	\$ 3,206,920	\$ 2,748,837	\$ 2,829,286	100.00%

CITY OF COSTA MESA, CALIFORNIA

**CITY MANAGER'S OFFICE
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 1,151,907	\$ 1,238,303	\$ 1,132,439	\$ 995,366	-12%
Regular Salaries - Part time	501300	22,281	12,926	-	22,911	0%
Overtime	501400	13,392	11,543	11,208	13,015	16%
Accrual Payoff - Excess Maximum	501500	6,032	6,480	7,200	2,400	-67%
Vacation/Comp. Time Cash Out	501600	3,923	-	-	-	0%
Holiday Allowance	501700	6,055	7,322	7,000	5,809	-17%
Separation Pay-Off	501800	59	-	-	-	0%
Other Compensation	501900	8,719	9,924	8,878	6,676	-25%
Cafeteria Plan	505100	140,637	151,655	143,408	116,488	-19%
Medicare	505200	11,266	11,929	10,480	11,720	12%
Retirement	505300	235,185	250,504	217,960	205,482	-6%
Professional Development	505500	15,700	10,784	15,807	12,031	-24%
Auto Allowance	505600	7,650	11,024	10,800	10,800	0%
Unemployment	505800	1,022	1,012	1,232	1,190	-3%
Workers' Compensation	505900	31,705	31,255	36,933	29,820	-19%
Employer Contr.Retirees' Med.	506100	11,504	12,381	50,960	9,954	-80%
Subtotal Salaries & Benefits		\$ 1,667,035	\$ 1,767,042	\$ 1,654,305	\$ 1,443,661	-13%
Stationery and Office	510100	\$ 5,236	\$ 4,816	\$ 5,400	\$ 5,700	6%
Multi-Media, Promotions and Subs	510200	7,123	5,804	7,125	7,675	8%
Small Tools and Equipment	510300	11,281	6,322	6,965	8,727	25%
Uniform & Clothing	510400	2,976	308	-	2,000	0%
Maintenance & Construction	510600	1,176	2,882	-	3,000	0%
Postage	520100	4,736	3,864	4,000	4,900	23%
Legal Advertising/Filing Fees	520200	18,785	11,957	8,600	10,650	24%
Advertising and Public Info.	520300	6,957	20,228	20,705	7,255	-65%
Telephone/Radio/Communications	520400	2,100	2,192	2,500	3,300	32%
Mileage Reimbursement	520600	418	804	850	1,150	35%
Buildings and Structures	525100	-	-	-	129,389	0%
Office Furniture	525600	-	-	200	200	0%
Office Equipment	525700	339	39	1,000	1,000	0%
Employment	530100	5,995	662	1,000	1,000	0%
Consulting	530200	226,468	289,106	216,022	236,379	9%
Legal	530300	1,355	2,730	11,745	22,903	95%
External Rent	535400	5,215	3,894	2,415	5,615	133%
Grants, Loans and Subsidies	535500	918,989	955,779	731,183	820,123	12%
Central Services	535800	11,102	9,882	6,150	9,400	53%
General Liability	540100	79,887	67,329	68,672	105,259	53%
Other Costs	540900	4	30	-	-	0%
Subtotal Maintenance & Operations		\$ 1,310,140	\$ 1,388,630	\$ 1,094,532	\$ 1,385,625	27%
Office Equipment	590700	\$ -	\$ 37,337	\$ -	\$ -	0%
Other Equipment	590800	-	13,911	-	-	0%
Subtotal Fixed Assets		\$ -	\$ 51,248	\$ -	\$ -	0%
Total Expenditures		\$ 2,977,175	\$ 3,206,920	\$ 2,748,837	\$ 2,829,286	3%

CITY MANAGER'S OFFICE
EXPENDITURE SUMMARY BY PROGRAM

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
ADMINISTRATION - 11100					
<u>City Manager - 50210</u>					
Salaries & Benefits	\$ 990,733	\$ 1,025,456	\$ 1,001,657	\$ 745,824	-26%
Maintenance & Operations	77,649	83,134	82,876	101,275	22%
Fixed Assets	-	-	-	-	0%
Subtotal City Manager	\$ 1,068,382	\$ 1,108,590	\$ 1,084,533	\$ 847,099	-22%
<u>City Council - 50110</u>					
Salaries & Benefits	\$ 43,800	\$ 45,549	\$ 44,477	\$ 45,838	3%
Maintenance & Operations	-	-	100	-	-100%
Fixed Assets	-	-	-	-	0%
Subtotal City Council	\$ 43,800	\$ 45,549	\$ 44,577	\$ 45,838	3%
<u>Fairview Prk Friends Comm - 50145</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	151	5	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Fairview Park Committee	\$ 151	\$ 5	\$ -	\$ -	0%
CITY CLERK - 11200					
<u>Elections - 50120</u>					
Salaries & Benefits	\$ 1,008	\$ 30,273	\$ -	\$ 24,710	0%
Maintenance & Operations	-	71,863	-	100,700	0%
Fixed Assets	-	-	-	-	0%
Subtotal Elections	\$ 1,008	\$ 102,137	\$ -	\$ 125,410	0%
<u>City Council Meetings - 50410</u>					
Salaries & Benefits	\$ 229,827	\$ 216,598	\$ 250,975	\$ 203,424	-19%
Maintenance & Operations	28,505	16,726	12,200	12,200	0%
Fixed Assets	-	-	-	-	0%
Subtotal City Council Meetings	\$ 258,332	\$ 233,325	\$ 263,175	\$ 215,624	-18%
<u>Public Records - 50420</u>					
Salaries & Benefits	\$ 65,288	\$ 67,143	\$ 65,575	\$ 52,150	-20%
Maintenance & Operations	16,238	22,491	12,040	11,490	-5%
Fixed Assets	-	51,248	-	-	0%
Subtotal Public Records	\$ 81,527	\$ 140,883	\$ 77,615	\$ 63,640	-18%

CITY MANAGER'S OFFICE
EXPENDITURE SUMMARY BY PROGRAM

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<i>HOUSING & COMMUNITY DEV - 11310/11320</i>					
<u>Code Enforcement - 20350</u>					
Salaries & Benefits	\$ 19,547	\$ 20,522	\$ 20,543	\$ 19,225	-6%
Maintenance & Operations	-	-	915	-	-100%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Code Enforcement</i>	\$ 19,547	\$ 20,522	\$ 21,458	\$ 19,225	-10%
<u>Public Service Programs - 20421</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	193,509	208,558	204,189	350,375	72%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Public Service Programs</i>	\$ 193,509	\$ 208,558	\$ 204,189	\$ 350,375	72%
<u>Single Family Housing Rehab. - 20422</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	434,999	328,389	356,976	350,000	-2%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Sgl. Fam. Housing Rehab.</i>	\$ 434,999	\$ 328,389	\$ 356,976	\$ 350,000	-2%
<u>Neighborhood Imp. - 20425</u>					
Salaries & Benefits	\$ 65,565	\$ 104,168	\$ 86,078	\$ 84,737	-2%
Maintenance & Operations	383,265	509,108	127,832	130,991	2%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Neighborhood Imp.</i>	\$ 448,830	\$ 613,276	\$ 213,910	\$ 215,728	1%
<u>Neighbors for Neighbors - 20426</u>					
Salaries & Benefits	\$ 68,867	\$ 72,384	\$ -	\$ 74,510	0%
Maintenance & Operations	21,858	14,117	-	21,027	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Neighbors for Neighbors</i>	\$ 90,724	\$ 86,501	\$ -	\$ 95,537	0%
<u>CDBG Admin. - 20427</u>					
Salaries & Benefits	\$ 117,202	\$ 118,712	\$ 123,463	\$ 130,644	6%
Maintenance & Operations	140,864	125,927	148,789	164,005	10%
Fixed Assets	-	-	-	-	0%
<i>Subtotal CDBG Admin.</i>	\$ 258,066	\$ 244,640	\$ 272,252	\$ 294,649	8%
<u>HOME - 20440</u>					
Salaries & Benefits	\$ 65,197	\$ 66,235	\$ 61,538	\$ 62,598	2%
Maintenance & Operations	13,101	8,311	34,429	30,416	-12%
Fixed Assets	-	-	-	-	0%
<i>Subtotal HOME</i>	\$ 78,298	\$ 74,546	\$ 95,967	\$ 93,014	-3%

**CITY MANAGER'S OFFICE
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 07-08</u> <u>Actual</u>	<u>FY 08-09</u> <u>Actual</u>	<u>FY 09-10</u> <u>Adopted</u>	<u>FY 10-11</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<u>HOME Projects - 20445</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	114,186	113,146	-1%
Fixed Assets	-	-	-	-	0%
<i>Subtotal HOME Projects</i>	\$ -	\$ -	\$ 114,186	\$ 113,146	-1%
Total Expenditures	\$ 2,977,175	\$ 3,206,920	\$ 2,748,837	\$ 2,829,286	3%



CITY ATTORNEY
Contracted City Attorney



CITY ATTORNEY'S OFFICE

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 - Program 50320

Provides legal counsel and advice during official meetings and study sessions of the City Council and Planning Commission; 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 litigation; 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.

BUDGET NARRATIVE

The FY 10-11 adopted budget for the City Attorney's Office is \$530,550, which is a decrease of \$94,600 or -15.13% compared to the FY 09-10 adopted budget. The decrease is from a reduction to the amount budgeted for attorney contract services. The current budget more closely reflects actual amounts spent in prior years.

**CITY ATTORNEY'S OFFICE
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
City Attorney - 12100	\$ 454,077	\$ 448,050	\$ 625,150	\$ 530,550	-15.13%
Total Expenditures	\$ 454,077	\$ 448,050	\$ 625,150	\$ 530,550	-15.13%

**CITY ATTORNEY'S OFFICE
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	-
Maintenance & Operations	454,077	448,050	625,150	530,550	-15.13%
Fixed Assets	-	-	-	-	-
Total Expenditures	\$ 454,077	\$ 448,050	\$ 625,150	\$ 530,550	-15.13%

	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 454,077	\$ 448,050	\$ 625,150	\$ 530,550	100.00%
Self-Insurance Fund - 602	-	-	-	-	0.00%
Total Funding Sources	\$ 454,077	\$ 448,050	\$ 625,150	\$ 530,550	100.00%

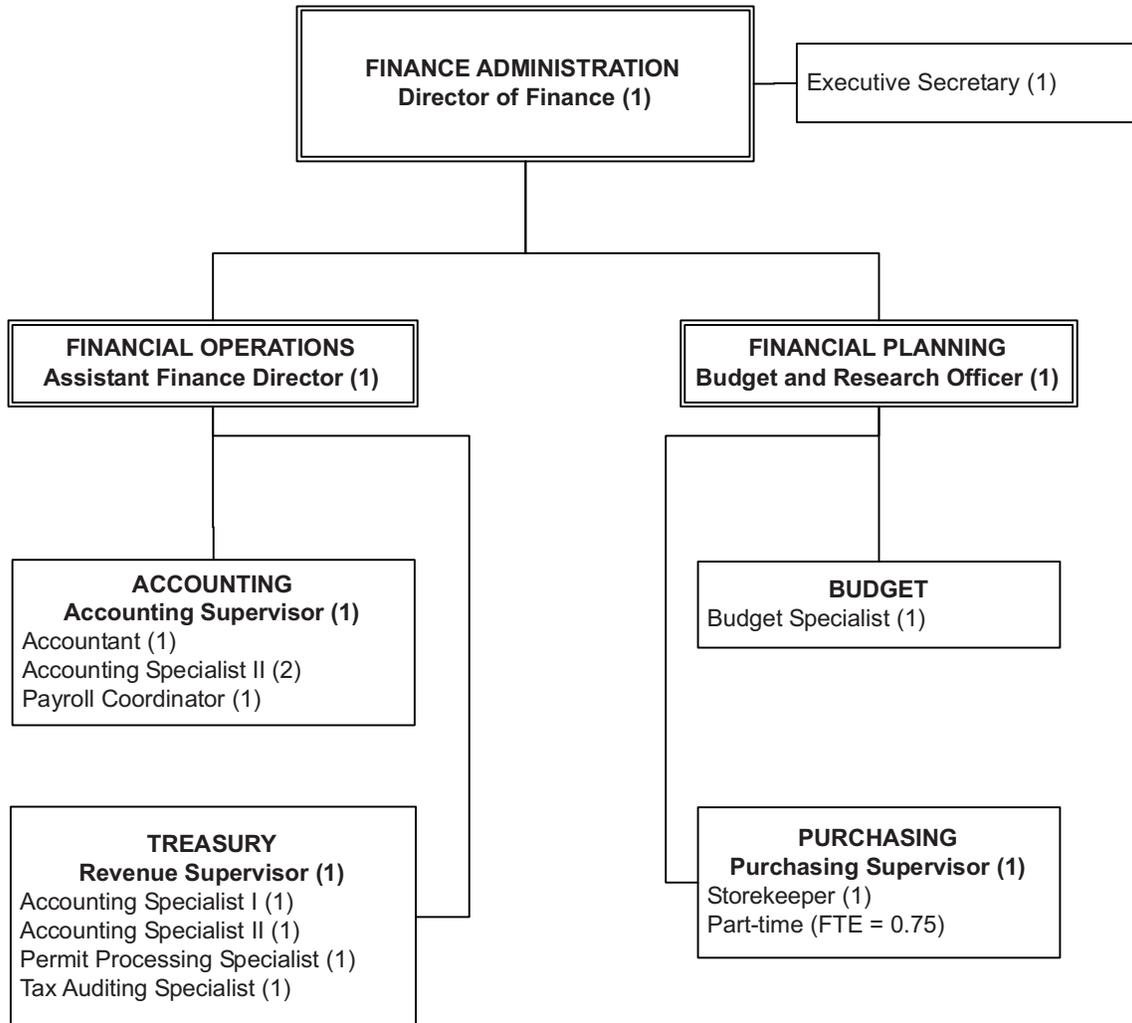
**CITY ATTORNEY'S OFFICE
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account #	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Chg
Subtotal Salaries & Benefits		\$ -	\$ -	\$ -	\$ -	0%
Stationery and Office	510100	\$ 196	\$ -	\$ 500	\$ -	-100%
Multi-Media, Promotions and Subs	510200	2,581	3,107	3,000	3,500	17%
Postage	520100	6	-	50	50	0%
Meetings & Conferences	520500	911	550	1,000	1,000	0%
Office Equipment	525700	788	920	500	1,000	100%
Consulting	530200	313,722	300,022	495,000	400,000	-19%
Legal	530300	135,871	143,037	125,000	125,000	0%
Sanitation	530900	-	414	-	-	0%
Central Services	535800	-	-	100	-	-100%
Other Costs	540900	2	-	-	-	0%
Subtotal Maintenance & Operations		\$ 454,077	\$ 448,050	\$ 625,150	\$ 530,550	-15%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Expenditures		\$ 454,077	\$ 448,050	\$ 625,150	\$ 530,550	-15%

**CITY ATTORNEY'S OFFICE
EXPENDITURE SUMMARY BY PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
CITY ATTORNEY'S OFFICE - 12100					
Legal Services - 50320					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	454,077	448,050	625,150	530,550	-15%
Fixed Assets	-	-	-	-	0%
Subtotal Legal Services	\$ 454,077	\$ 448,050	\$ 625,150	\$ 530,550	-15%
Total Expenditures	\$ 454,077	\$ 448,050	\$ 625,150	\$ 530,550	-15%





FINANCE DEPARTMENT

The Finance Department is a General Government Support function. The Department has 17 full-time staff members composed of three management, three supervisory, and 11 professional/clerical positions, plus one part-time position to assist in the purchasing function. The Department is comprised of three divisions and each division is further split into different programs. The three divisions are as follows:

- * ***Finance Administration***
- * ***Financial Operations***
- * ***Financial Planning***

FINANCE ADMINISTRATION - 13100

Administration - 50001

Provides the Department's overall administrative direction and policy implementation; advises the City Manager and the City Council on financial issues; and reports to the Investment Oversight Committee regarding investment activities.

FINANCIAL OPERATIONS - 13200

Accounting - 50510

Maintains the accounting and fixed assets systems; provides payroll and accounts payable services to departments; reconciles monthly bank statements; coordinates annual financial audit; provides internal and external financial reports including publication of the Comprehensive Annual Financial Report (CAFR); provides accounting and budgeting for the Redevelopment Agency and Costa Mesa Community Foundation; coordinates applications and implementation of grants received by the City.

Treasury - 50540

Provides centralized cashing and collections; performs investment functions under direction of the Director of Finance; maintains records and accounts for Business Improvement District bonds; issues special events permits; administers the City's business license program; generates billings for various receivables; performs audits of Transient Occupancy Tax, golf course operations, and bus shelter franchises; and prepares the monthly Treasurer's Report.

FINANCIAL PLANNING - 13300

Budget & Research - 50520

Prepares and administers the City's annual budget; prepares and monitors revenue projections; prepares budget performance reports including the mid-year budget review; performs special research projects or surveys as assigned by the Director of Finance, City Manager, and/or City Council; analyzes requests for year-end carryover; coordinates State-mandated costs reimbursement claims (SB 90); and coordinates the annual update of User Fees & Charges.

Purchasing - 50530

Procures services, supplies, and equipment for City departments; coordinates bidding procedures; maintains warehouse inventory; tags and conducts inventory of fixed assets; and coordinates sale of surplus items no longer needed by the City.

FINANCE DEPARTMENT

BUDGET NARRATIVE

The FY 10-11 adopted budget for the Finance Department is \$2.09 million, a decrease of \$590,042 or -22.02% compared to the adopted budget for FY 09-10. The decrease is largely attributed to the elimination of 6 full time positions. The Finance Department is currently planning to leave vacant the position of Director of Finance. Positions eliminated include Budget Analyst, Revenue Investment Specialist, Buyer, Grant Administrator, Accounting Specialist II and Business License Inspector.

PRIOR YEAR'S ACCOMPLISHMENTS

- Continued to receive the budgeting, financial reporting, and procurement awards from GFOA, CSMFO and NPI.
- Assisted with revising the City's Tow Policy Guidelines and Requirements and the applicable Municipal Code section; and the Police Towing Services RFP and contract.
- Received Federal, State and private grants for other City departments and for many different activities.
- Continued to revise the City's purchasing ordinance for new purchasing thresholds and changes to the California Uniform Public Construction Cost Accounting Act.
- Implemented paperless tracking system of invoices sent to departments for approval.
- Changed paper supplied in the warehouse from virgin paper to 30% recycled at a reduction in cost of 14%.
- Created on-line vendor registration system that allows suppliers to register to do business with the City directly from the City's purchasing web page.
- Facilitated the cooperative request for proposal process for the Third Party Workers' Compensation Claims Administration for Costa Mesa and Newport Beach resulting in cost savings of \$262,736 for Costa Mesa during the three-year contract period.

GOALS

- Maintain the City's fiscal health and provide adequate resources to fund City services to the community.
- Perform financial responsibilities in accordance with statutory regulations and standards promulgated by professional regulatory agencies.

OBJECTIVES

- Account for the City's fiscal activities in an accurate and timely manner within generally accepted accounting principles (GAAP) and other legal requirements.
- Complete internal preparation of the City's financial statements in a timely manner.
- Assist the City Manager in preparation of a balanced budget and maintain established operating reserves for contingencies.
- Safeguard the City's assets and invest available cash within the City's adopted investment policy.
- Provide financial services such as accounts payable, payroll, cash receipting, to departments.
- Provide purchasing and warehouse services to take advantage of volume discounts.
- Coordinate bidding procedures for all departments.
- Update user fees for Council adoption by January each year.
- Implement electronic pay advice procedures to greatly reduce paper each payroll period.

FINANCE DEPARTMENT

Performance Measures/Workload Indicators:	FY 08-09 <u>Actual</u>	FY 09-10 <u>Adopted</u>	FY10-11 <u>Adopted</u>
<u>Performance Measures:</u>			
Number of Audit Adjustments (Auditor Recommended)	2	2	2
Years Received GFOA CAFR Award	31	32	33
Years Received GFOA Distinguished Budget Award	10	11	12
Accuracy Forecasting Expenditures – General Fund	94%	100%	100%
Accuracy Forecasting Revenues – General Fund	90%	100%	100%
Years Received NPI Excellence in Procurement Award	9	10	11
Number of points received for the Procurement Award	130	135	150
Average days to process purchase order (informal bids)	4.34	5	5
Percentage of Purchasing survey results at excellent or good (On a scale of excellent, good, average, needs improvement)	92%	95%	95%
Percentage of items posted/sold via online auction	63%	80%	75%
Inventory turnover ratio per fiscal year	3.65	4.50	4.00
<u>Workload indicators:</u>			
City Budgeted Funds Monitored (Millions)	\$144.6	\$118.2	\$109.5
Number of budget adjustments processed	74	80	70
Accounts Payable Checks Issued	11,689	12,500	11,700
Number of payroll checks issued	19,710	19,650	19,700
Number of purchase orders issued	718	850	700
Number of contracts issued	129	110	130
Number of Transient Occupancy Tax (TOT) audits	6	6	6
Number of business licenses processed	12,363	12,700	12,000
Number of accounts receivable invoices processed	5,572	5,500	5,500
Dollar value of online auction sales	\$112,825	\$50,000	\$60,000
Total reams of paper used	8,994	8,500	8,500



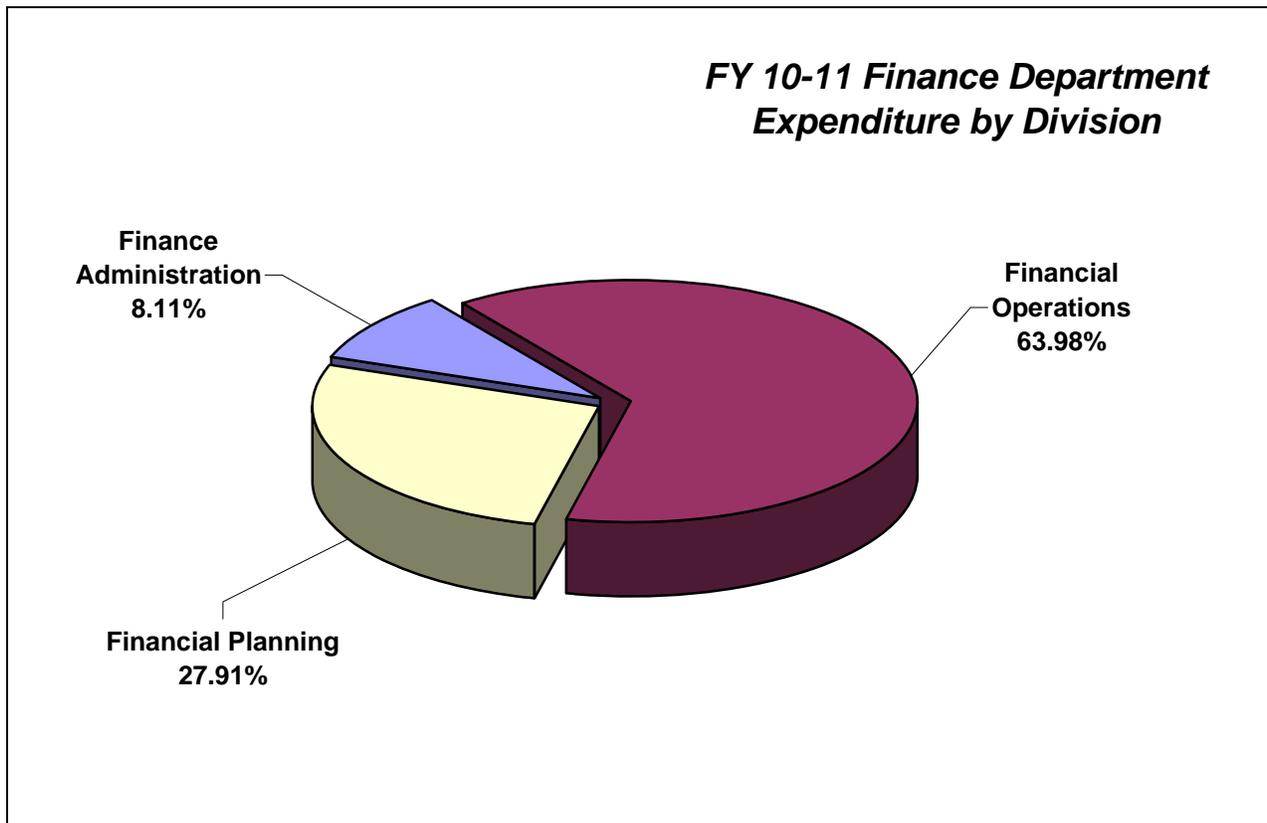
**FINANCE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
<u>Finance Administration - 13100</u>				
Director of Finance	1.00	1.00	1.00	1.00 *
Executive Secretary	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	2.00	2.00	2.00	2.00
Total Finance Administration Full-time Positions	2.00	2.00	2.00	2.00
<u>Financial Operations - 13200</u>				
Assistant Finance Director	0.60	0.65	0.65	0.65
Accountant	1.00	1.00	1.00	1.00
Accounting Specialist II	3.00	3.00	3.00	2.00
Accounting Supervisor	1.00	1.00	1.00	1.00
Budget Specialist	0.20	0.10	-	-
Grant Administrator	1.00	1.00	1.00	-
Payroll Coordinator	1.00	1.00	1.00	1.00
Revenue Investment Specialist	-	-	0.10	-
<i>Subtotal Accounting - 50510</i>	7.80	7.75	7.75	5.65
Assistant Finance Director	0.40	0.35	0.35	0.35
Accounting Specialist I	1.00	1.00	1.00	1.00
Accounting Specialist II	1.00	1.00	1.00	1.00
Business License Inspector	1.00	1.00	1.00	-
Permit Processing Specialist	1.00	1.00	1.00	1.00
Revenue Investment Specialist	1.00	1.00	0.90	-
Revenue Supervisor	1.00	1.00	1.00	1.00
Tax Auditing Specialist	1.00	1.00	1.00	1.00
<i>Subtotal Treasury - 50540</i>	7.40	7.35	7.25	5.35
Total Financial Operations Full-time Positions	15.20	15.10	15.00	11.00
<u>Financial Planning - 13300</u>				
Budget & Research Officer	0.75	0.75	0.75	0.75
Budget Analyst	1.00	1.00	1.00	-
Budget Specialist	0.80	0.90	1.00	1.00
<i>Subtotal Budget & Research - 50520</i>	2.55	2.65	2.75	1.75
Budget & Research Officer	0.25	0.25	0.25	0.25
Buyer	1.00	1.00	1.00	-
Purchasing Supervisor	1.00	1.00	1.00	1.00
Storekeeper	1.00	1.00	1.00	1.00
<i>Subtotal Purchasing - 50530</i>	3.25	3.25	3.25	2.25
Total Financial Planning Full-time Positions	5.80	5.90	6.00	4.00
Total Fin Planning Part-time Positions (in FTE's)	1.42	1.42	1.42	0.75
Total Department Full-time Positions	23.00	23.00	23.00	17.00
Total Department Part-time Positions (in FTE's)	1.42	1.42	1.42	0.75
TOTAL DEPARTMENT	24.42	24.42	24.42	17.75

* Position authorized, but unfunded

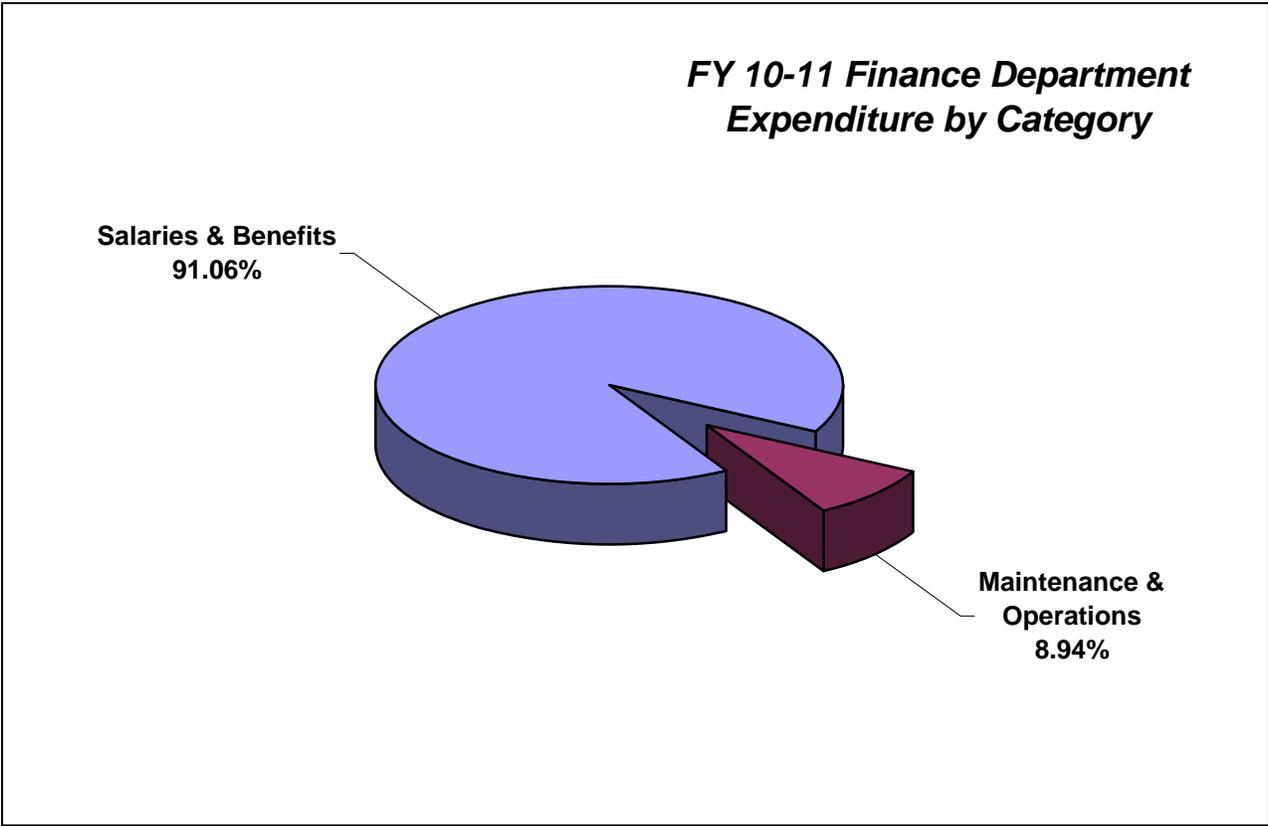
**FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Expenditure by Division:</u>					
Finance Admin. - 13100	\$ 441,718	\$ 425,696	\$ 423,824	\$ 197,395	-53.43%
Financial Operations - 13200	1,597,082	1,547,398	1,484,042	1,330,139	-10.37%
Financial Planning - 13300	743,969	780,670	772,106	562,394	-27.16%
Total Expenditures	\$ 2,782,768	\$ 2,753,764	\$ 2,679,971	\$ 2,089,929	-22.02%



**FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 2,510,461	\$ 2,578,561	\$ 2,495,495	\$ 1,903,112	-23.74%
Maintenance & Operations	237,472	175,203	184,476	186,817	1.27%
Fixed Assets	34,836	-	-	-	-
Total Expenditures	\$ 2,782,768	\$ 2,753,764	\$ 2,679,971	\$ 2,089,929	-22.02%



	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 2,782,768	\$ 2,753,764	\$ 2,679,971	\$ 2,089,929	100.00%
Total Funding Sources	\$ 2,782,768	\$ 2,753,764	\$ 2,679,971	\$ 2,089,929	100.00%

CITY OF COSTA MESA, CALIFORNIA

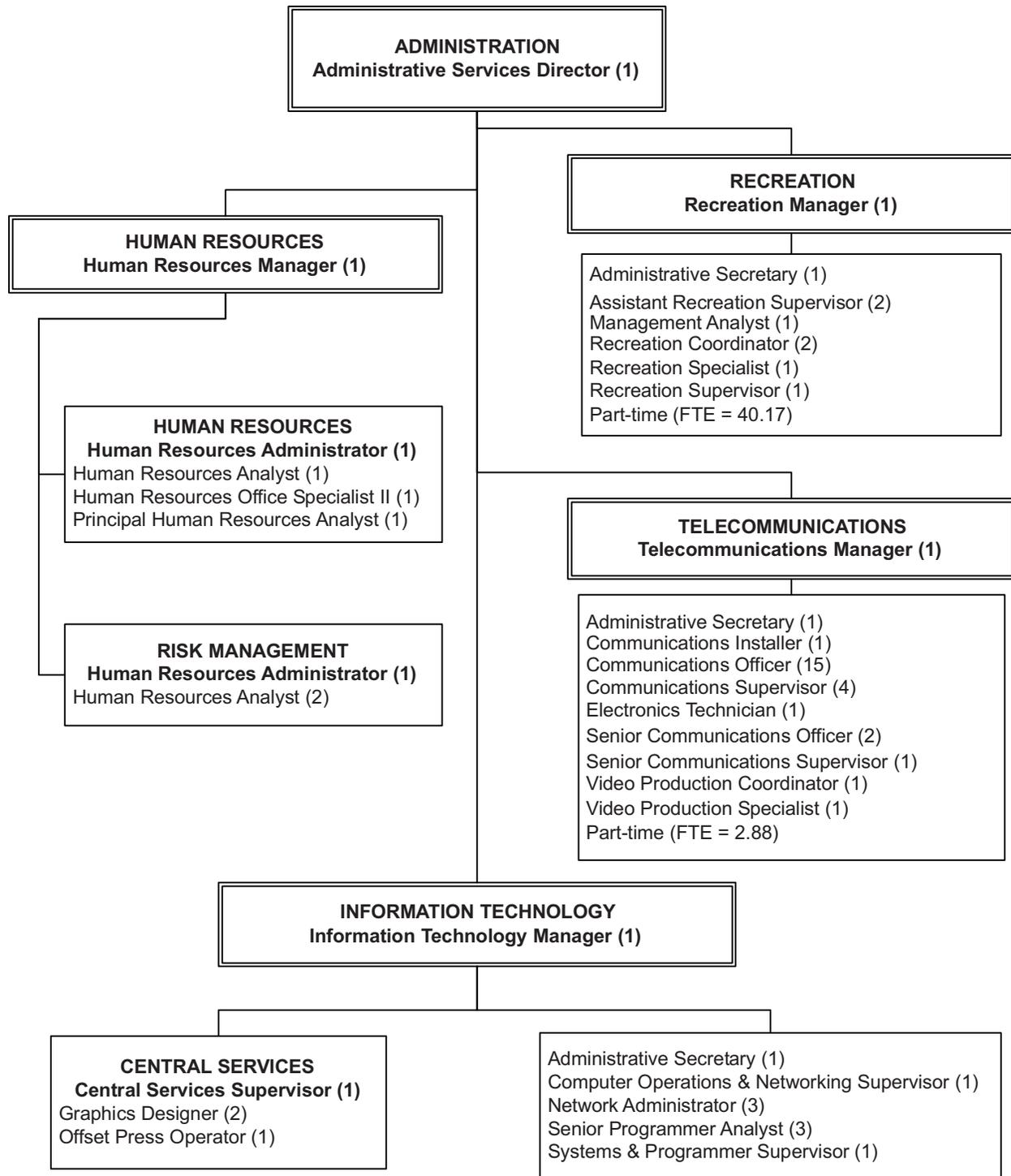
FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Chg
Regular Salaries - Non Sworn	501200	\$ 1,730,908	\$ 1,781,469	\$ 1,721,379	\$ 1,329,435	-23%
Regular Salaries - Part time	501300	66,547	52,409	53,723	40,170	-25%
Overtime	501400	2,158	1,493	-	-	0%
Accrual Payoff - Excess Maximum	501500	9,004	7,017	-	-	0%
Vacation/Comp. Time Cash Out	501600	8,445	17,259	-	-	0%
Holiday Allowance	501700	4,349	5,185	-	-	0%
Separation Pay-Off	501800	3,593	7,771	-	-	0%
Other Compensation	501900	5,030	5,342	5,136	4,589	-11%
Cafeteria Plan	505100	216,076	224,232	225,666	169,416	-25%
Medicare	505200	24,454	26,208	25,813	19,926	-23%
Retirement	505300	362,295	371,758	333,069	273,980	-18%
Professional Development	505500	16,341	11,407	8,220	5,550	-32%
Auto Allowance	505600	4,050	5,668	-	-	0%
Unemployment	505800	1,529	1,547	1,848	1,721	-7%
Workers' Compensation	505900	38,381	42,049	43,178	45,031	4%
Employer Contr.Retirees' Med.	506100	17,300	17,748	77,462	13,294	-83%
Subtotal Salaries & Benefits		\$ 2,510,461	\$ 2,578,561	\$ 2,495,495	\$ 1,903,112	-24%
Stationery and Office	510100	\$ 17,669	\$ 8,268	\$ 19,600	\$ 16,000	-18%
Multi-Media, Promotions and Subs	510200	655	2,128	2,400	1,900	-21%
Small Tools and Equipment	510300	6,976	1,723	6,200	2,550	-59%
Uniform & Clothing	510400	-	327	400	400	0%
Maintenance & Construction	510600	9,369	7,560	-	-	0%
Waste Disposal	515700	-	312	750	500	-33%
Postage	520100	23,461	21,217	23,000	23,000	0%
Legal Advertising/Filing Fees	520200	466	622	1,000	1,000	0%
Mileage Reimbursement	520600	166	66	300	-	-100%
Office Equipment	525700	3,392	4,622	3,950	4,100	4%
Employment	530100	-	449	-	-	0%
Financial & Information Svcs	530500	138,820	92,760	94,750	115,350	22%
External Rent	535400	36	29	-	-	0%
Central Services	535800	12,672	10,593	15,000	15,000	0%
Internal Rent - Maint. Charges	536100	6,054	5,527	5,681	-	-100%
Internal Rent - Repl.Cost	536200	5,660	7,571	-	-	0%
General Liability	540100	11,853	11,222	11,445	7,017	-39%
Other Costs	540900	223	208	-	-	0%
Subtotal Maintenance & Operations		\$ 237,472	\$ 175,203	\$ 184,476	\$ 186,817	1%
Other Equipment	590800	\$ 34,836	\$ -	\$ -	\$ -	0%
Subtotal Fixed Assets		\$ 34,836	\$ -	\$ -	\$ -	0%
Total Expenditures		\$ 2,782,768	\$ 2,753,764	\$ 2,679,971	\$ 2,089,929	-22%

FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
FINANCE ADMINISTRATION - 13100					
<u>Finance Admin - 50001</u>					
Salaries & Benefits	\$ 354,399	\$ 376,290	\$ 357,179	\$ 139,578	-61%
Maintenance & Operations	63,406	49,406	66,645	57,817	-13%
Fixed Assets	23,913	-	-	-	0%
Subtotal Finance Administration	\$ 441,718	\$ 425,696	\$ 423,824	\$ 197,395	-53%
FINANCIAL OPERATIONS - 13200					
<u>Acctg. & Financial Rprt. - 50510</u>					
Salaries & Benefits	\$ 773,970	\$ 787,939	\$ 761,043	\$ 656,498	-14%
Maintenance & Operations	122,962	77,884	80,950	99,550	23%
Fixed Assets	-	-	-	-	0%
Subtotal Acct. & Financial Rprt.	\$ 896,932	\$ 865,823	\$ 841,993	\$ 756,048	-10%
<u>Treasury - 50540</u>					
Salaries & Benefits	\$ 682,959	\$ 669,037	\$ 626,648	\$ 559,291	-11%
Maintenance & Operations	17,191	12,538	15,400	14,800	-4%
Fixed Assets	-	-	-	-	0%
Subtotal Treasury	\$ 700,150	\$ 681,575	\$ 642,048	\$ 574,091	-11%
FINANCIAL PLANNING - 13300					
<u>Budget & Research - 50520</u>					
Salaries & Benefits	\$ 316,094	\$ 351,623	\$ 352,704	\$ 241,961	-31%
Maintenance & Operations	11,850	12,240	12,300	11,800	-4%
Fixed Assets	-	-	-	-	0%
Subtotal Budget & Research	\$ 327,944	\$ 363,863	\$ 365,004	\$ 253,761	-30%
<u>Purchasing - 50530</u>					
Salaries & Benefits	\$ 383,039	\$ 393,672	\$ 397,921	\$ 305,784	-23%
Maintenance & Operations	22,063	23,135	9,181	2,850	-69%
Fixed Assets	10,923	-	-	-	0%
Subtotal Purchasing	\$ 416,025	\$ 416,807	\$ 407,102	\$ 308,634	-24%
Total Expenditures	\$2,782,768	\$2,753,764	\$2,679,971	\$2,089,929	-22%





ADMINISTRATIVE SERVICES DEPARTMENT

The Administrative Services Department is a General Government Support function. This Department also includes the Recreation Division, which is a Leisure and Community Services function. The Department has 60 full-time staff members, composed of five management, and 55 supervisory/ professional/clerical positions. In addition, the Department employs numerous part-time employees to staff a variety of recreational programs and telecommunications functions and activities throughout the City. It is comprised of seven divisions and each division is further split into different programs. The seven divisions are as follows:

- * ***Administration***
- * ***Human Resources***
- * ***Central Services***
- * ***Recreation***
- * ***Risk Management***
- * ***Telecommunications***
- * ***Information Technology Services***

The Administrative Services Department provides the citizens of Costa Mesa a diverse variety of high quality programs and services including: emergency 911 public safety dispatch; CMTV, the City cable TV station; operation of three community centers; award-winning facilities such as the Costa Mesa Tennis Center, Costa Mesa Golf Course and Volcom Skate Park; and community events such as the Circle of Service, which honors people who have made a significant contribution to the City.

The Department also supports other City departments by providing the following services: personnel recruitment, selection and training; mail services; computer support; reprographics; risk management; disaster preparedness training and information technology services.

ADMINISTRATION - 14050

Administration - 50001

Provides overall direction to the Department's seven divisions and program activities, based on Council policies; also provides support to the Parks & Recreation Commission; and coordinates the employee service awards presentation.

HUMAN RESOURCES - 14100

Human Resources Administration - 50610

Provides Human Resources support including recruitment and selection in accordance with personnel rules; recruits, screens, and tests applicants; establishes eligibility lists of qualified and screened candidates; insures that new employees are processed in accordance with job standards and the law; collaborates with departments to compose challenging promotional examinations; initiates studies related to, reviews and maintains the City's job classification and compensation system; initiates, conducts and monitors employee relations activities involving represented, unrepresented and confidential employees including labor contract (Memorandum of Understanding) administration; and coordinates training programs and insures compliance with mandated training under state and federal law.

ADMINISTRATIVE SERVICES DEPARTMENT

CENTRAL SERVICES - 14200

Printing and Graphics - 50810

Provides centralized offset printing services including bindery and finishing supporting the administrative needs of each department. Revises, creates and maintains master files and forms used for day-to-day operations. Services provided include design and layout of newsletters, brochures and periodicals, as well as, creating advertising and promotional materials for citywide special events and programs.

Reprographics - 50820

Provides centralized high volume photocopy projects including full service binding and finishing. Also provides both color and black and white high-speed copies for large projects and scan-to-file document preparation. Produces City Council, Planning Commission, and Parks and Recreation Commission reports and a wide range of other city publications.

Mail and Delivery - 50840

Provides centralized mail and delivery services for incoming and outgoing mail, . Responsible for the internal routing of courier shipments to City facilities

RECREATION - 14300

Recreation Administration - 50001

Serves as the administrator of recreation programs and activities. Provides staff support to the Parks and Recreation Commission, the Cultural Arts Committee, the Historic Preservation Committee, the Costa Mesa Senior Center, and the Youth Sports Council.

Downtown Recreation Center (DRC) - 40121

Maintains and operates the Downtown Recreation Center located at 1860 Anaheim Avenue. This facility includes an indoor gymnasium, gymnastics room and 25 meter outdoor pool, a designated room and office for the Childs-Pace Inc. program as well as multi-purpose rooms equipped with a kitchen suitable for meetings.

Balearic Community Center (BCC) - 40122

Maintains and operates the Balearic Community Center located at 1975 Balearic Drive. This center includes two rental rooms available for meetings, receptions, etc., for up to 125 people, and the site of an after school playground program and the City's Early Childhood Program. Adjacent to the center is a fenced playground with play equipment, sandlot park playground, basketball courts, and a large athletic field.

Neighborhood Community Center (NCC) - 40123

Maintains and operates the Neighborhood Community Center located at 1845 Park Avenue. This center is a 24,000 square-foot rental facility complete with a large multi-purpose hall including stage, dance floor and full-service kitchen. Three other smaller meeting and conference rooms are available for community, business, educational meetings, and contract classes.

Aquatics - 40212

Provides seasonally operated aquatics program including swim instruction, lap swim, instructional water polo, senior aquatics, recreational swimming and water safety activities. This program also provides American Red Cross-certified First Aid and Cardiopulmonary Resuscitation (CPR) training as well as Title 22 training to Recreation program staff.

Tennis - 40213

Administers the contract for the Costa Mesa Tennis Center, located at TeWinkle Park, 880 Junipero Drive. The Center, open seven days a week, includes 12-lighted courts and a pro shop with professional tennis staff to assist the public. Programs include: lessons, tournaments, leagues and open play.

ADMINISTRATIVE SERVICES DEPARTMENT

Adult Sports Basketball and Volleyball - 40214

Provides adult recreational basketball leagues and open gym volleyball and basketball play in the DRC gym.

Adult Sports Softball - 40215

Provides recreational softball league play for men, women, and co-ed teams at the TeWinkle Park Athletic Complex.

Fields/Field Ambassadors - 40216

Coordinates field reservations and scheduling of City and Newport Mesa Unified School District (NMUSD) athletic fields based upon the Joint Use Agreement for use by City and Community user groups for soccer, tackle and flag football, baseball, softball, and other field games. Field ambassadors monitor field use, regulate light use (portable and permanent) and open and close athletic facilities. The field ambassadors also assist in resolving field disputes based upon the Field Use and Allocation Policy.

Golf Course Management - 40217

Administers the contract for the Costa Mesa Country Club, located at 1701 Golf Course Drive. This municipal golf course, open seven days a week, includes two 18-hole golf courses, a pro-shop, coffee shop, banquet facility, and driving range. Programs include youth and adult lessons, a Junior Golf program, men's and women's leagues and tournament play.

Youth Sports Basketball/Cheerleading - 40218

Provides clinics, practices, and league play for youth basketball; provides a cheerleading program; and encourages skill development, teamwork, healthy competition and sportsmanship. In FY 2010-2011, the City Council redirected funding for this program to other City priorities.

Youth Sports Flag Football/Cheerleading/Spring Sports - 40219

Provides clinics, practices, and league play for youth flag football and spring kickball programs; provides recreational spring sports activities and play; provides a cheerleading program; and encourages skill development, teamwork, healthy competition and sportsmanship. In FY 2010-2011, the City Council redirected funding for this program to other City priorities.

Senior Citizens Center - 40231

Administers the lease agreement for the Costa Mesa Senior Center, located at 695 West 19th Street. The Center, open six days a week, provides a facility for Costa Mesa seniors to gather and participate in social, recreational and personal development programs designed to encourage a healthy and active senior social lifestyle. The Senior Mobility Transportation Program, a demand-driven transportation service for Costa Mesa seniors funded by a grant from the Orange County Transportation Authority (OCTA), is also administered under this program.

Day Camp - 40232

Provides day camp programs for children at Estancia Park (summer) and the Balearic Community Center (winter, Presidents week, and spring break). This program includes daily games, sports, arts and crafts, drama, songs and skits, community service, educational/historical classes, Character Counts activities, and weekly excursions that emphasize active and healthy lifestyles. Also provides specialty camp programs of shorter duration (1-2 weeks) that are half or full day activities.

Playgrounds - 40233

Provides after school and summer playground programs for children in grades one through six at 12 Newport-Mesa Unified School District (NMUSD) elementary schools and selected parks. This program focuses on four areas: educational activities, youth sports, recreation, and supervised self-directed free play as well as encourages academic enrichment activities and character education in a structured environment.

ADMINISTRATIVE SERVICES DEPARTMENT

Youth & Family - 40235

Offers programs, excursions and activities designed for youth, as well as their families, to encourage family togetherness. The programs are designed to be fun and affordable, and provide multiple activities in which the community may participate. Beginning Fiscal Year 2009-2010, the City Council redirected funding for this program to other City priorities.

Teen Programs - 40236

Provides free and fee-based activities designed for teens that are fun and affordable.

Concerts - 40237

Provides free live summer concerts for the community at Fairview Park. Costs are funded by sponsorships.

Early Childhood Program - 40241

Encourages a positive, social experience through recreational activities such as directed play, games, arts/crafts, and music. Designed for children three to five years old and prepares participants for entrance into kindergarten.

Adult Instructional Classes - 40242

Provides quarterly recreational, social, and sports programs for adults on a participant fee basis.

Youth Instructional Classes - 40243

Provides quarterly recreational, social, and sports programs for youth on a participant fee basis.

Special Recreation Events - 40244

Provides special, one-time or Council-requested programs or events and is also used to launch new programs. Beginning Fiscal Year 2009-2010, the City Council redirected funding for this program to other City priorities.

Mobile Recreation - 40245

Provides a mobile playground program, by taking recreational activities directly to the community, via the Mobile Recreation Van. Offers supervised recreation activities to children who do not attend community centers or other traditional recreational facilities. This drop-in program also encourages academic achievement activities and character education in a supervised environment. Beginning Fiscal Year 2009-2010, the City Council redirected funding for this program to other City priorities.

Parks & Recreation Commission - 50125

Assists City Council and various City departments with parks and recreation-related issues.

Child Care and Youth Services Committee - 50140

Assists City Council regarding policy and other service concerns in the area of childcare and youth services. Creates and distributes childcare and teen activity directories. Provides training to child care providers. In Fiscal Year 2010-2011, the City Council disbanded this committee.

Cultural Arts Committee - 50190

Maintains, educates, enriches, and promotes cultural arts programs and resources throughout the City. In Fiscal Year 2010-2011 funding for committee projects and activities is provided by donations and sponsorships

Historical Preservation Committee - 50191

Maintains, educates, enriches, and promotes historical programs and resources throughout the City. In Fiscal Year 2010-2011 funding for committee projects and activities is provided by donations and sponsorships.

ADMINISTRATIVE SERVICES DEPARTMENT

RISK MANAGEMENT - 14400

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). Serve 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.

Post-Employment Benefits - 50650

Serves as a cost center for the medical insurance premium benefits for retired employees.

Risk Management Administration - 50661

Procures and administers the City's comprehensive commercial insurance protection program. Includes property inspections and appraisals as a 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 if 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

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

TELECOMMUNICATIONS - 14500

Telecommunications Operations - 51010

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 procedures; provides a means of contact for emergency Public Services, 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 and selected data and video assets in buildings and facilities, outside plant, and in automotive/mobile and portable configurations.

ADMINISTRATIVE SERVICES DEPARTMENT

Cable Television - 51030

Provides programming and coordination of playback for the City's Municipal Access Channel (CMTV 24), as well as lending audio/video production services support to City departments. Provides oversight of cable television franchise agreements.

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; 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)..

INFORMATION TECHNOLOGY SERVICES - 14600

Computer Operations - 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 report distribution in a networked client-server environment.

Computer Systems Development - 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.

BUDGET NARRATIVE –

The FY 10-11 adopted budget for the Administrative Services Department is \$17.2 million, an increase of \$248,662 or 1.47% compared to the FY 09-10 adopted budget. The increase is due to the exclusion of retiree medical costs in FY 09-10, and subsequent inclusion in FY 10-11. It was originally expected these costs would not have to be recorded in the Administrative Services Department budget; however, during FY 09-10 it was determined future retiree medical costs would remain budgeted in the department.

Excluding the retiree medical cost budget, the department had reductions in the amount of \$931,497. These were mostly accomplished by eliminating a total of 14 full time positions. Other reductions include: reduced cost for worker's compensation administration and elimination of Balearic Community Center lease as negotiated with the Newport Mesa Unified School District.

Funding for Administrative Services comes from the General Fund and the Self Insurance Fund.

PRIOR YEAR'S ACCOMPLISHMENTS

- Revised contract class instructor payment schedule resulting in simplified formula and increase in City share.
- Revised Aquatics programming to provide coverage during previously approved 10 week closure period. Implemented Annual and Quarterly Pass programs.
- Revised the Agreement with Costa Mesa Senior Corporation.
- Provided over 10,000 hours of free afterschool programming at 12 sites (including TeWinkle Teen program). Over 2,300 children registered for the programs, which served approximately 980 children daily. Additionally provided 250 hours of free summer programming at four sites, serving approximately 300 children each day.
- Successfully processed and completed over 500 total Central Service requests for services each month.
- Reduced paper usage by providing high speed scanning and PDF creation of online tab and type forms.

ADMINISTRATIVE SERVICES DEPARTMENT

- Expanded copy capabilities to include oversize black and white prints from digitally submitted files at no additional cost.
- Converted city paper usage to recycled paper.
- Conducted promotional recruitments for Development Services Director, Chief of Inspection, Senior Combination Inspector, Plan Checker, Deputy Fire Chief, Battalion Chief, Fire Captain, Fire Engineer, Senior Communications Supervisor, Communications Supervisor and Senior Communications Officer.
- Increased the qualified applicant pool by utilizing NEOGOV (automated on-line application and applicant tracking program) and targeted job advertisements.
- Implemented an enhancement to the current pre-employment medical screening program with OCCUMED to include the QA2 Enhancement. This enhancement created greater operational efficiencies and resulted in significant time savings to recruitment staff during the pre-employment process at a minimal cost. Primarily, efficiencies are created by minimizing the coordination efforts between the candidate, the City and medical facility.
- Completed the revisions of the City's Injury and Illness Prevention Program (IIPP) and trained City employees on the revised document.
- Provided employees with an online option for reporting workplace safety concerns/hazards that can be tracked by Risk Management.
- Obtained competitive proposals for life and long term disability insurance (mandatory benefits) that resulted in an overall savings of 31 percent for employees' premiums.
- Through a formal request for proposal (RFP) process renewed a cooperative agreement with a third party administrator for workers' compensation claims adjusting services at a 35% reduction in fees.
- Retained and certified five (5) full-time, and two (2) part-time Communications Officers.
- Conducted three Emergency Operations Center Tabletop Exercises for Operations/Logistics Sections, Planning Section and Management/Finance Pandemic Tabletop.
- Conducted two City Hall Evacuation Drills.

GOALS

Provide the highest quality services and programs to the community; provide professional, timely and cost effective services to City staff; strengthen community image and facilitate community problem-solving through a commitment to teamwork and customer service.

OBJECTIVES

- Meet or exceed the minimum cost recovery percentages in each Recreation program category – fully supported, mostly supported, partially supported, and self-supported, as determined by the Parks and Recreation Commission.
- .
- Provide facilities for use by the community including community centers, athletic fields and facilities, parks and picnic shelters, and ensure there is a fair and equitable allocation process for these facilities.
- Maintain an average program or activity satisfaction rating by participants of "4" ("above average") on a 1 – 5 scale.
- Maintain the current turnover rate of 3% or less for non-retirements.
- Provide managers and supervisors with ongoing and proactive labor counseling and assistance necessary to limit the number of formal grievances and disciplinary actions.
- Facilitate ongoing legal and labor relations training, including harassment training for managers and supervisors through the Orange County Employee Relations Consortium.
- Meet the needs of City departments for volunteer assistance by providing on-going coordination of a citywide volunteer program.
- Report 85% of new workers compensation claims to the third party administrator within one week of the incident date to mitigate work time.
- Review 95% of insurance verification requests within five (5) business days in order to expedite City projects.
- Process 90% of benefit change requests within five (5) business days.
- Process liability claims quickly and efficiently to mitigate losses to the City.

ADMINISTRATIVE SERVICES DEPARTMENT

- Provide highly responsive and cost effective, printing, duplicating, and postal service to City departments.
- Expand services to include oversize printing, laminating, finishing and mounting to meet demand for oversize display materials.
- Convert all document production to recycled paper.
- Provide professional, timely and cost effective services and support City staff's programming needs.
- Provide cost effective maintenance and development software applications to City staff.
- Provide professional, timely, and cost effective services to the community via internet technology.
- Process and dispatch 90% of emergency public safety services within 60 seconds of receipt.
- Answer 95% of incoming 9-1-1 calls within ten seconds.
- Videotape and televise City of Costa Mesa public meetings (City Council, Planning Commission, Parks & Recreation Commission, Redevelopment agency, and City Council Study Sessions).
- Coordinate production and playback of community-oriented programming for the education and enjoyment of Costa Mesa residents.
- Maintain the CMTV 24 Community Bulletin Board, which posts announcements regarding City business, community events, and non-profit organizations.
- Provide audio and video production support to all City Departments.
- Increase multi and inter-agency coordination with other government, private sector and non-government organizations and agencies in emergency and disaster preparedness.

Performance Measures/Workload Indicators:	FY 08-09 <u>Actual</u>	FY 09-10 <u>Adopted</u>	FY 10-11 <u>Adopted</u>
<u>Performance Measures:</u>			
Percent of 9-1-1 calls answered within 10 seconds	95%	95%	95%
Percentage of Recreation Programs meeting or exceeding Cost Recovery Guidelines	95%	95%	95%
Percentage of Recreation survey respondents rating overall satisfaction with programs/services as above average	88%	88%	90%
Employee turnover rate (non retirements)	3%	3%	3%
Percentage of eligibility lists established within (8) weeks of administrative authorization to fill.	80%	80%	80%
Percentage of workers compensation claims reported to the third party administrator within one week of receipt of the claim in Risk	91%	90%	90%
Percentage of insurance verification requests reviewed within five days.	97%	95%	95%
Percentage of claims filed that are closed without litigation	*	80%	90%
Percentage of benefit change requests processed within five business days	97%	95%	90%

ADMINISTRATIVE SERVICES DEPARTMENT

Performance Measures/Workload Indicators:	FY 08-09 <u>Actual</u>	FY 09-10 <u>Adopted</u>	FY 10-11 <u>Adopted</u>
<u>Workload Indicators:</u>			
Average monthly ridership in City Senior Mobility Program (SMP)	819	930	900
Number of hours permitted on athletic fields (all user groups)	63,023	72,000	65,000
Number of classes offered and percentage cancelled	822/13%	800/12%	820/12%
Number of children served in Day Camp Programs	1,041	1,100	1,100
Number of children served in Drop-In Recreation Programs	142,500	140,500	124,500
Resident: Non-resident park reservations issued	681:65(9.5%)	550:80 (12.7%)	700:80(11.4%)
Number of outgoing mail metered in-house	126,691	160,000	125,000
Number of copies produced by Central Services	1,866,587	2,260,000	2,000,000
Number of Printers/Terminals maintained	150/487	150/487	150/450
Help Desk requests resolved	2,765	3,250	3,000
Number of City developed software applications	21	21	23
Number of servers maintained	44	44	50
Number of miscellaneous devices maintained	250	250	300
Number of vendor software applications maintained	1,000+	13	1,000+
Number of recruitments processed	43	40	50
Number of qualified job applicants placed onto an eligibility list	300	300	375
Number of volunteers participating in City programs	30	30	30
Number of job applicants processed	4,400	3,000	5,000
Number of 9-1-1 Emergency/Public Safety calls received	57,488	52,000	58,000
Number of Calls for Service	116,884	123,000	120,000
Telcom Quest Link	197	*	225
Number of live telecasts of City meetings (Council, RDA, Commissions)	70	74	74
Emergency Services Training Courses (Classes Offered/Held)	60/34	73/43	10/10
Emergency Services Tabletops/Drills/Exercises	2/3	8	7

*new item, prior year's data not available

**ADMINISTRATIVE SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
<u>Administrative Services Administration - 14050</u>				
Administrative Services Director	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	-
<i>Subtotal Administration - 50001</i>	2.00	2.00	2.00	1.00
Total Admin Svcs Admin Full-time Positions	2.00	2.00	2.00	1.00
<u>Human Resources - 14100</u>				
Human Resources Manager	0.60	0.60	0.60	0.60 *
Human Resources Administrator	1.00	1.00	1.00	1.00
Human Resources Analyst	1.00	1.00	1.00	1.00
Human Resources Secretary	0.70	0.70	0.70	-
Human Resources Office Specialist II	1.00	1.00	1.00	1.00
Principal Human Resources Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Human Resources Admin - 50610</i>	5.30	5.30	5.30	4.60
Total Human Resources Full-Time Positions	5.30	5.30	5.30	4.60
<u>Central Services - 14200</u>				
Central Services Supervisor	0.25	0.25	0.25	0.25
Graphics Designer	2.00	2.00	2.00	2.00
Offset Press Operator II	1.00	1.00	1.00	1.00
<i>Subtotal Printing & Graphics - 50810</i>	3.25	3.25	3.25	3.25
Central Services Supervisor	0.50	0.50	0.50	0.50
Office Specialist II	1.00	1.00	1.00	-
<i>Subtotal Reprographics - 50820</i>	1.50	1.50	1.50	0.50
Central Services Supervisor	0.25	0.25	0.25	0.25
Messenger	1.00	1.00	1.00	-
<i>Subtotal Mail & Delivery - 50840</i>	1.25	1.25	1.25	0.25
Total Central Services Full-time Positions	6.00	6.00	6.00	4.00
Total Central Svcs Part-time Positions (in FTE's)	0.63	0.63	0.63	-
<u>Recreation - 14300</u>				
Recreation Manager	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	-
Recreation Supervisor	2.00	2.00	2.00	1.00
<i>Subtotal Administration - 50001</i>	6.00	6.00	6.00	4.00
Assistant Recreation Supervisor	0.25	0.25	0.25	0.25
<i>Subtotal Downtown Recreation Center - 40121</i>	0.25	0.25	0.25	0.25

* Position authorized, but unfunded

**ADMINISTRATIVE SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
Recreation (continued)				
Recreation Coordinator	-	0.20	0.20	0.20
<i>Subtotal Balearic Community Center - 40122</i>	-	0.20	0.20	0.20
Office Specialist II	1.00	1.00	1.00	-
Recreation Coordinator	0.40	0.40	0.40	0.50
<i>Subtotal Neighborhood Community Ctr - 40123</i>	1.40	1.40	1.40	0.50
Assistant Recreation Supervisor	0.35	0.25	0.25	0.25
Recreation Specialist	1.00	1.00	1.00	1.00
<i>Subtotal Aquatics - 40212</i>	1.35	1.25	1.25	1.25
Assistant Recreation Supervisor	0.15	0.25	0.25	0.25
<i>Subtotal Adult Basketball&Volleyball - 40214</i>	0.15	0.25	0.25	0.25
Assistant Recreation Supervisor	-	0.20	0.20	0.20
Recreation Coordinator	0.15	-	-	-
<i>Subtotal Adult Sports Softball - 40215</i>	0.15	0.20	0.20	0.20
Assistant Recreation Supervisor	-	0.60	0.60	0.60
Recreation Coordinator	0.85	-	-	-
<i>Subtotal Fields/Field Ambassadors - 40216</i>	0.85	0.60	0.60	0.60
Assistant Recreation Supervisor	0.15	0.10	0.10	0.10
<i>Subtotal Youth Basketball/Cheerleading - 40218</i>	0.15	0.10	0.10	0.10
Assistant Recreation Supervisor	0.15	0.10	0.10	0.10
<i>Subtotal Youth Football/Cheer/Soccer - 40219</i>	0.15	0.10	0.10	0.10
Recreation Coordinator	-	0.20	0.20	0.20
<i>Subtotal Day Camp - 40232</i>	-	0.20	0.20	0.20
Assistant Recreation Supervisor	0.50	-	-	-
Recreation Coordinator	-	0.40	0.40	0.40
<i>Subtotal Playgrounds - 40233</i>	0.50	0.40	0.40	0.40
Assistant Recreation Supervisor	0.25	0.25	0.25	0.25
<i>Subtotal Teen Programs - 40236</i>	0.25	0.25	0.25	0.25
Recreation Coordinator	0.10	0.10	0.10	-
<i>Subtotal Concerts - 40237</i>	0.10	0.10	0.10	-
Assistant Recreation Supervisor	0.20	-	-	-
Recreation Coordinator	-	0.20	0.20	0.20
<i>Subtotal Early Childhood - 40241</i>	0.20	0.20	0.20	0.20

**ADMINISTRATIVE SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
Recreation (continued)				
Recreation Coordinator	0.25	0.25	0.25	0.25
<i>Subtotal Adult Instructional Classes - 40242</i>	0.25	0.25	0.25	0.25
Recreation Coordinator	0.25	0.25	0.25	0.25
<i>Subtotal Youth Instructional Classes - 40243</i>	0.25	0.25	0.25	0.25
Total Recreation Full-time Positions	12.00	12.00	12.00	9.00
Total Recreation Part-time Positions (in FTE's)	46.48	48.03	41.68	40.17
Risk Management - 14400				
Human Resources Manager	0.10	0.10	0.10	0.10 *
Human Resources Administrator	0.20	0.15	0.15	0.15
Human Resources Analyst	0.25	0.25	0.25	0.25
Benefits Coordinator	0.70	0.75	0.75	-
<i>Subtotal Employee Benefit Admin - 50630</i>	1.25	1.25	1.25	0.50
Human Resources Manager	0.10	0.05	0.05	0.05 *
Human Resources Administrator	0.30	0.35	0.35	0.35
Human Resources Analyst	0.25	0.25	0.25	0.25
Human Resources Secretary	0.30	0.30	0.30	-
Benefits Coordinator	0.15	0.15	0.15	-
<i>Subtotal Risk Management Admin - 50661</i>	1.10	1.10	1.10	0.65
Human Resources Manager	0.10	0.15	0.15	0.15 *
Human Resources Administrator	0.25	0.10	0.10	0.10
Human Resources Analyst	0.75	0.75	0.75	0.75
<i>Subtotal Liability - 50662</i>	1.10	1.00	1.00	1.00
Human Resources Manager	0.10	0.10	0.10	0.10 *
Human Resources Administrator	0.25	0.40	0.40	0.40
Human Resources Analyst	0.75	0.75	0.75	0.75
Benefits Coordinator	0.15	0.10	0.10	-
<i>Subtotal Workers' Compensation - 50663</i>	1.25	1.35	1.35	1.25
Total Risk Management Full-time Positions	4.70	4.70	4.70	3.40
Telecommunications - 14500				
Telecommunications Manager	0.30	0.30	0.30	0.30
Communications Officer	15.00	15.00	15.00	15.00
Communications Supervisor	3.00	3.00	3.00	4.00
Administrative Secretary	0.50	0.50	0.50	0.50
Senior Communications Officer	3.00	3.00	3.00	2.00
Senior Communications Supervisor	0.80	0.80	0.80	0.80
<i>Subtotal Telecomm Operations - 51010</i>	22.60	22.60	22.60	22.60

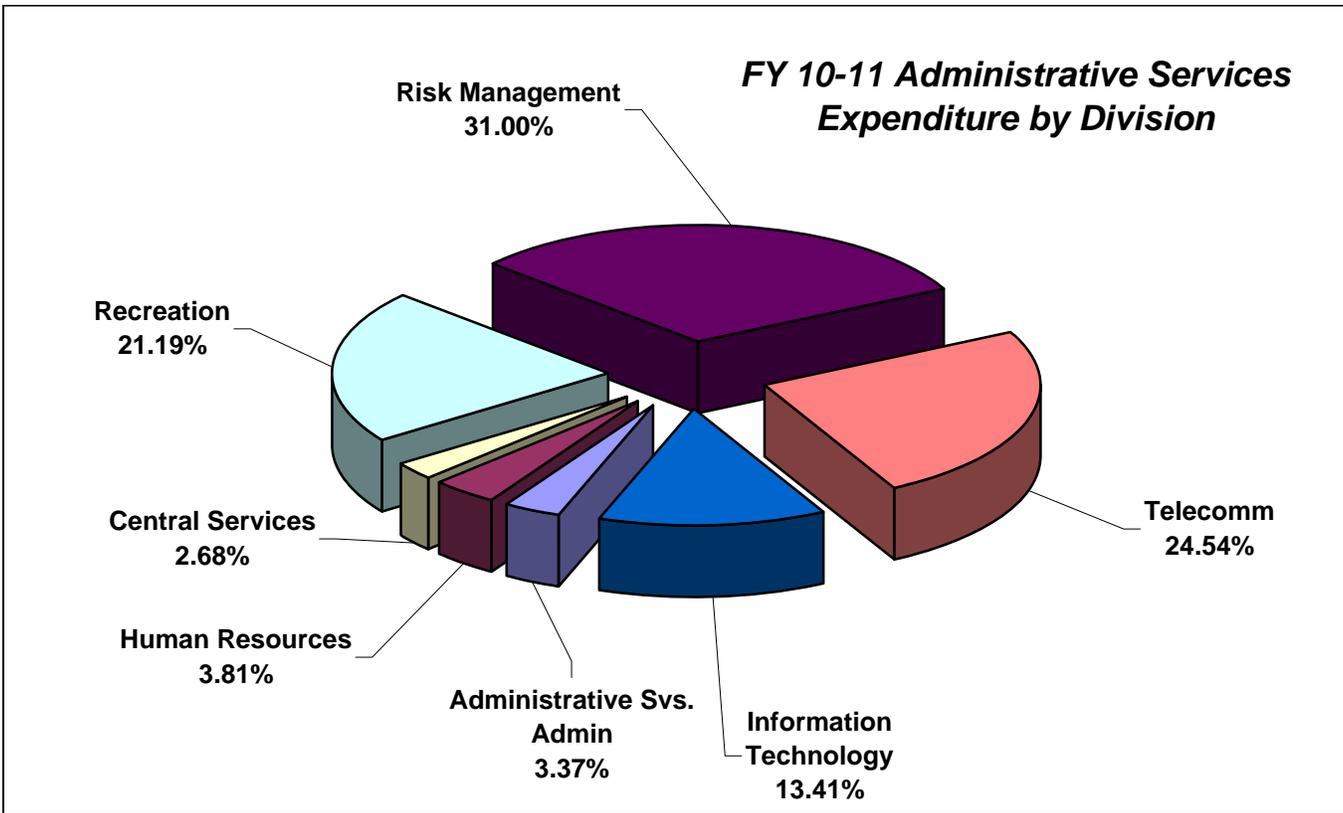
* Position authorized, but unfunded

**ADMINISTRATIVE SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
<u>Telecommunications - 14500</u>				
Telecommunications Manager	0.30	0.30	0.30	0.30
Communications Installer	1.00	1.00	1.00	1.00
Electronics Technician	1.00	1.00	1.00	1.00
Administrative Secretary	0.30	0.30	0.30	0.30
Senior Communications Supervisor	0.10	0.10	0.10	0.10
<i>Subtotal Technical Support/Maint - 51020</i>	<u>2.70</u>	<u>2.70</u>	<u>2.70</u>	<u>2.70</u>
Telecommunications Manager	0.10	0.10	0.10	0.10
Administrative Secretary	0.10	0.10	0.10	0.10
Video Production Coordinator	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	1.00	1.00	1.00
<i>Subtotal Cable Television - 51030</i>	<u>2.20</u>	<u>2.20</u>	<u>2.20</u>	<u>2.20</u>
Telecommunications Manager	0.30	0.30	0.30	0.30
Emergency Services Training Specialist	1.00	1.00	1.00	-
Administrative Secretary	0.10	0.10	0.10	0.10
Senior Communications Supervisor	0.10	0.10	0.10	0.10
<i>Subtotal Emergency Services - 51040</i>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>0.50</u>
Total Telecommunications Full-time Positions	29.00	29.00	29.00	28.00
Total Telecomm Part-time Positions (in FTE's)	3.55	3.55	3.55	2.88
<u>Information Technology - 14600</u>				
Information Technology Manager	-	0.50	0.50	0.50
Management Information Services Manager	0.50	-	-	-
Administrative Secretary	0.50	0.50	0.50	0.50
Computer Operations & Networking Supervisor	1.00	1.00	1.00	1.00
Network Administrator	5.00	5.00	5.00	3.00
Police Information System Specialist	-	-	-	-
<i>Subtotal Computer Operations - 50710</i>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>	<u>5.00</u>
Information Technology Manager	-	0.50	0.50	0.50
Management Information Services Manager	0.50	-	-	-
Administrative Secretary	0.50	0.50	0.50	0.50
Programmer Analyst I	1.00	1.00	1.00	-
Programmer Analyst II	2.00	2.00	2.00	-
Senior Programmer Analyst	3.00	3.00	3.00	3.00
Systems & Programming Supervisor	1.00	1.00	1.00	1.00
<i>Subtotal Computer Systems Devel - 50720</i>	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>	<u>5.00</u>
Total Information Technology Full-time Positions	15.00	15.00	15.00	10.00
Total Department Full-time Positions	74.00	74.00	74.00	60.00
Total Department Part-time Positions (in FTE's)	50.66	52.21	45.86	43.05
TOTAL DEPARTMENT	<u>124.66</u>	<u>126.21</u>	<u>119.86</u>	<u>103.05</u>

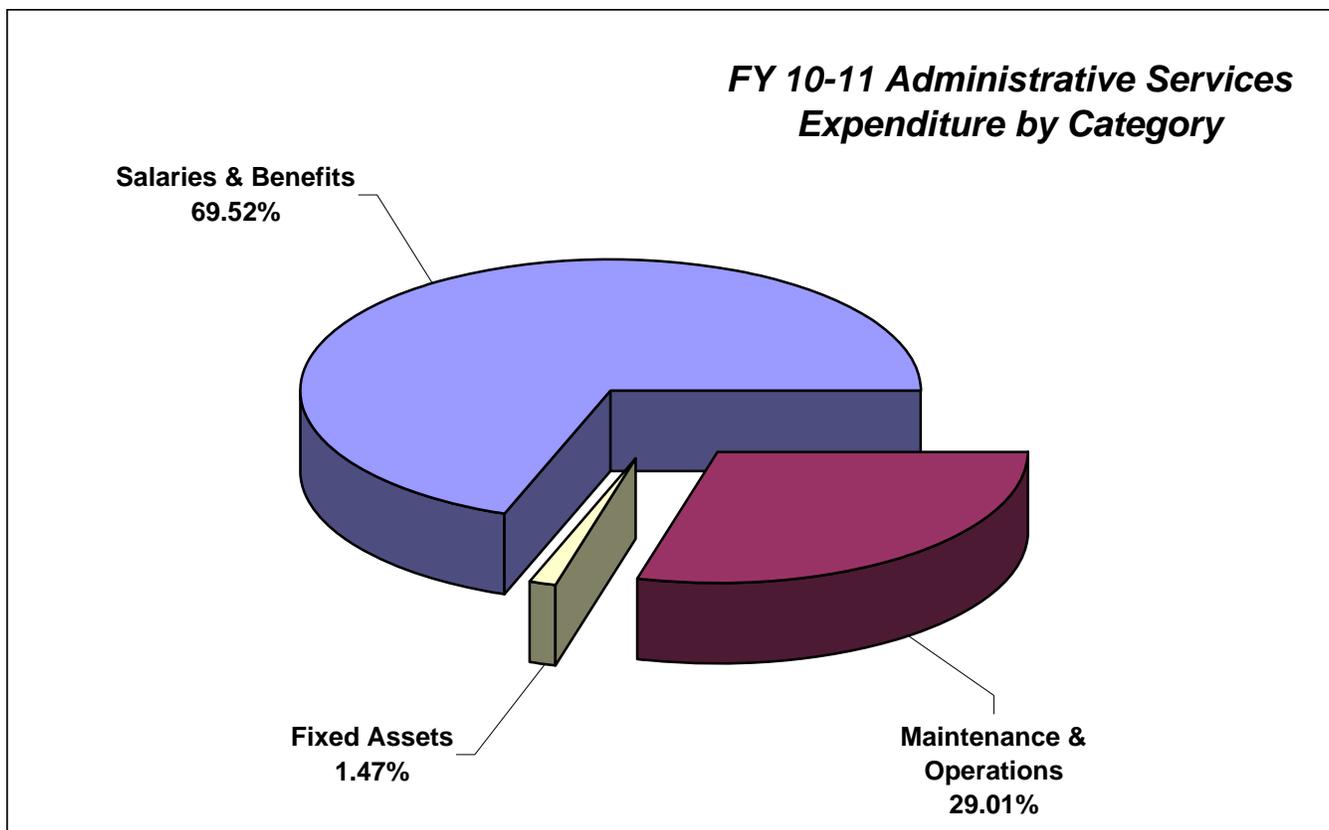
**ADMINISTRATIVE SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Expenditure by Division:</u>					
Administrative Svs. Admin. - 14050	\$ 696,095	\$ 677,905	\$ 680,343	\$ 579,010	-14.89%
Human Resources - 14100	903,170	820,739	705,097	654,407	-7.19%
Central Services - 14200	648,055	651,161	643,097	459,812	-28.50%
Recreation - 14300	3,898,844	4,013,932	3,764,307	3,639,812	-3.31%
Risk Management -14400	8,861,383	6,037,398	4,349,647	5,323,309	22.38%
Telecommunications -14500	3,985,250	4,165,395	3,996,300	4,214,543	5.46%
Information Technology - 14600	2,776,274	2,766,575	2,786,555	2,303,116	-17.35%
Total Expenditures	\$ 21,769,070	\$ 19,133,105	\$ 16,925,347	\$ 17,174,009	1.47%



**ADMINISTRATIVE SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 12,542,656	\$ 12,854,001	\$ 11,715,660	\$ 11,939,119	1.91%
Maintenance & Operations	9,080,486	6,197,314	5,209,687	4,982,601	-4.36%
Fixed Assets	145,928	81,790	-	252,289	0.00%
Total Expenditures	\$ 21,769,070	\$ 19,133,105	\$ 16,925,347	\$ 17,174,009	1.47%



	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 14,983,855	\$ 15,222,449	\$ 13,477,422	\$ 14,007,824	81.56%
Self-Insurance Fund - 602	6,785,216	3,910,655	3,447,925	3,166,185	18.44%
Total Funding Sources	\$ 21,769,070	\$ 19,133,105	\$ 16,925,347	\$ 17,174,009	100.00%

ADMINISTRATIVE SERVICES DEPARTMENT EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 5,451,601	\$ 5,593,626	\$ 5,384,475	\$ 4,745,980	-12%
Regular Salaries - Part time	501300	1,324,466	1,387,440	1,291,567	1,332,790	3%
Overtime	501400	398,642	457,999	274,378	344,604	26%
Accrual Payoff - Excess Maximum	501500	53,176	31,087	18,979	17,709	-7%
Vacation/Comp. Time Cash Out	501600	26,120	27,495	24,332	26,055	7%
Holiday Allowance	501700	22,002	28,956	19,825	20,261	2%
Separation Pay-Off	501800	19,410	34,979	-	1,444	0%
Other Compensation	501900	96,785	97,415	154,236	153,508	0%
Cafeteria Plan	505100	665,100	708,972	722,658	598,014	-17%
Medicare	505200	98,317	100,068	95,736	89,885	-6%
Retirement	505300	1,342,640	1,373,119	1,247,261	1,204,784	-3%
Professional Development	505500	71,210	44,709	34,402	26,457	-23%
Auto Allowance	505600	4,050	5,668	5,400	-	-100%
Unemployment	505800	36,752	33,629	54,440	5,384	-90%
Workers' Compensation	505900	1,684,410	1,598,777	2,145,670	1,949,784	-9%
Employer Contr.Retirees' Med.	506100	1,247,973	1,330,062	242,301	1,422,460	487%
Subtotal Salaries & Benefits		\$ 12,542,656	\$ 12,854,001	\$ 11,715,660	\$ 11,939,119	2%
Stationery and Office	510100	\$ 49,537	\$ 40,653	\$ 37,375	\$ 36,000	-4%
Multi-Media, Promotions and Subs	510200	137,732	130,999	116,370	95,665	-18%
Small Tools and Equipment	510300	194,220	159,598	111,902	124,360	11%
Uniform & Clothing	510400	34,170	32,139	34,130	32,051	-6%
Safety and Health	510500	24,226	23,870	22,975	15,800	-31%
Maintenance & Construction	510600	20,448	25,523	44,350	47,250	7%
Electricity - Buildings & Fac.	515100	75,741	77,629	74,900	82,000	9%
Electricity - Power	515200	-	-	13,000	25,000	92%
Gas	515400	27,342	20,642	27,500	27,000	-2%
Water - Domestic	515500	14,834	15,885	15,500	16,000	3%
Waste Disposal	515700	823	1,257	2,000	2,000	0%
Janitorial and Housekeeping	515800	76,001	76,171	81,700	81,250	-1%
Postage	520100	31,555	38,422	42,515	37,765	-11%
Advertising and Public Info.	520300	13,028	2,048	5,500	3,500	-36%
Telephone/Radio/Communications	520400	301,019	313,548	280,500	280,500	0%
Mileage Reimbursement	520600	2,885	2,713	4,200	3,400	-19%
Board Member Fees	520800	4,400	4,800	4,500	3,000	-33%
Buildings and Structures	525100	1,449	134	1,250	1,250	0%
Office Furniture	525600	3,645	7,554	1,150	700	-39%
Office Equipment	525700	588,966	704,733	768,222	752,507	-2%
Other Equipment	525800	180,135	168,212	199,570	197,875	-1%
Employment	530100	43,967	23,379	18,735	15,500	-17%
Consulting	530200	476,092	385,413	501,600	356,520	-29%
Legal	530300	29,071	63,422	50,000	55,000	10%
Medical and Health Inspection	530600	62,294	53,912	80,170	76,275	-5%
Law Enforcement	530700	95,351	49,448	47,046	43,194	-8%
Recreation	530800	462,828	488,753	462,440	488,820	6%
Principal Payments	535100	13,905	4,635	9,500	5,000	-47%
Interest Payments	535200	-	-	1,500	1,000	-33%
External Rent	535400	474,629	429,574	411,140	342,015	-17%
Grants, Loans and Subsidies	535500	235,000	240,000	240,000	240,000	0%
Central Services	535800	26,508	22,701	33,940	26,030	-23%
Internal Rent - Maint. Charges	536100	40,906	58,217	59,379	-	-100%
Internal Rent - Repl.Cost	536200	54,267	54,065	-	-	0%
General Liability	540100	1,981,564	1,123,388	1,019,648	1,068,994	5%

**ADMINISTRATIVE SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
Special Liability	540200	-	16,790	19,000	11,000	-42%
Buildings & Personal Property	540500	265,210	254,907	319,830	337,130	5%
Faithful Performance Bonds	540600	6,128	-	8,200	7,800	-5%
Taxes & Assessments	540700	41,383	28,650	38,450	43,450	13%
Contingency	540800	2,988,935	1,053,031	-	-	0%
Other Costs	540900	292	500	-	-	0%
Subtotal Maintenance & Operations		\$ 9,080,486	\$ 6,197,314	\$ 5,209,687	\$ 4,982,601	-4%
Office Furniture	590600	\$ 48,581	\$ -	\$ -	\$ -	0%
Office Equipment	590700	10,971	-	-	-	0%
Other Equipment	590800	86,376	81,790	-	252,289	0%
Subtotal Fixed Assets		\$ 145,928	\$ 81,790	\$ -	\$ 252,289	0%
Total Expenditures		\$ 21,769,070	\$ 19,133,105	\$ 16,925,347	\$ 17,174,009	1%

ADMINISTRATIVE SERVICES DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
ADMINISTRATION - 14050					
<u>Administrative Svcs Admin - 50001</u>					
Salaries & Benefits	\$ 540,680	\$ 553,751	\$ 565,239	\$ 450,606	-20%
Maintenance & Operations	155,416	124,154	115,104	128,404	12%
Fixed Assets	-	-	-	-	0%
Subtotal Administrative Svcs Admin	\$ 696,095	\$ 677,905	\$ 680,343	\$ 579,010	-15%
HUMAN RESOURCES - 14100					
<u>Human Resources Administration - 50610</u>					
Salaries & Benefits	\$ 625,103	\$ 614,914	\$ 517,536	\$ 485,558	-6%
Maintenance & Operations	270,660	205,825	187,561	168,849	-10%
Fixed Assets	7,407	-	-	-	0%
Subtotal Human Resources Admin	\$ 903,170	\$ 820,739	\$ 705,097	\$ 654,407	-7%
CENTRAL SERVICES - 14200					
<u>Printing & Graphics - 50810</u>					
Salaries & Benefits	\$ 326,080	\$ 304,734	\$ 321,377	\$ 292,517	-9%
Maintenance & Operations	37,180	42,384	29,500	26,050	-12%
Fixed Assets	-	-	-	-	0%
Subtotal Printing & Graphics	\$ 363,260	\$ 347,119	\$ 350,877	\$ 318,567	-9%
<u>Reprographics - 50820</u>					
Salaries & Benefits	\$ 113,307	\$ 121,783	\$ 121,186	\$ 54,892	-55%
Maintenance & Operations	75,561	70,370	62,250	53,250	-14%
Fixed Assets	-	-	-	-	0%
Subtotal Reprographics	\$ 188,868	\$ 192,153	\$ 183,436	\$ 108,142	-41%
<u>Mail & Delivery - 50840</u>					
Salaries & Benefits	\$ 83,142	\$ 98,337	\$ 97,301	\$ 27,953	-71%
Maintenance & Operations	12,784	13,552	11,484	5,150	-55%
Fixed Assets	-	-	-	-	0%
Subtotal Mail & Delivery	\$ 95,927	\$ 111,889	\$ 108,785	\$ 33,103	-70%
RECREATION - 14300					
<u>Recreation Admin - 50001</u>					
Salaries & Benefits	\$ 606,347	\$ 598,183	\$ 525,028	\$ 520,925	-1%
Maintenance & Operations	46,904	39,418	39,700	38,350	-3%
Fixed Assets	-	-	-	-	0%
Subtotal Administration	\$ 653,251	\$ 637,601	\$ 564,728	\$ 559,275	-1%

ADMINISTRATIVE SERVICES DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Downtown Recreation Ctr - 40121</u>					
Salaries & Benefits	\$ 97,324	\$ 92,852	\$ 122,418	\$ 123,906	1%
Maintenance & Operations	113,399	110,628	123,274	116,250	-6%
Fixed Assets	-	-	-	-	0%
Subtotal Downtown Rec Ctr	\$ 210,722	\$ 203,480	\$ 245,692	\$ 240,156	-2%
<u>Balearic Community Ctr - 40122</u>					
Salaries & Benefits	\$ 71,954	\$ 92,455	\$ 82,016	\$ 91,291	11%
Maintenance & Operations	114,842	103,205	111,540	31,100	-72%
Fixed Assets	-	-	-	-	0%
Subtotal Balearic Community Ctr	\$ 186,796	\$ 195,661	\$ 193,556	\$ 122,391	-37%
<u>Neighborhood Comm Ctr - 40123</u>					
Salaries & Benefits	\$ 197,120	\$ 214,475	\$ 188,821	\$ 135,242	-28%
Maintenance & Operations	89,129	110,301	82,299	94,437	15%
Fixed Assets	-	-	-	-	0%
Subtotal Neighborhood Comm Ctr	\$ 286,249	\$ 324,775	\$ 271,120	\$ 229,679	-15%
<u>Aquatics - 40212</u>					
Salaries & Benefits	\$ 259,372	\$ 246,453	\$ 225,539	\$ 228,426	1%
Maintenance & Operations	9,264	7,482	8,375	15,625	87%
Fixed Assets	-	-	-	-	0%
Subtotal Aquatics	\$ 268,636	\$ 253,935	\$ 233,914	\$ 244,051	4%
<u>Tennis - 40213</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	3,040	1,796	15,750	28,050	78%
Fixed Assets	-	-	-	-	0%
Subtotal Tennis	\$ 3,040	\$ 1,796	\$ 15,750	\$ 28,050	78%
<u>Adult Sports Basketball/Volleyball - 40214</u>					
Salaries & Benefits	\$ 32,427	\$ 43,299	\$ 52,813	\$ 43,308	-18%
Maintenance & Operations	12,182	12,668	15,045	19,110	27%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Basketball/Volleyball	\$ 44,609	\$ 55,966	\$ 67,858	\$ 62,418	-8%
<u>Adult Sports Softball - 40215</u>					
Salaries & Benefits	\$ 27,920	\$ 43,294	\$ 57,733	\$ 40,352	-30%
Maintenance & Operations	38,342	38,151	44,250	46,531	5%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Sports Softball	\$ 66,263	\$ 81,445	\$ 101,983	\$ 86,883	-15%

ADMINISTRATIVE SERVICES DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Fields/Field Ambassadors - 40216</u>					
Salaries & Benefits	\$ 123,821	\$ 150,846	\$ 153,977	\$ 159,416	4%
Maintenance & Operations	298,088	234,796	213,254	198,625	-7%
Fixed Assets	-	-	-	-	0%
Subtotal Fields/Field Ambassadors	\$ 421,908	\$ 385,642	\$ 367,231	\$ 358,041	-3%
<u>Youth Sports Basketball/Cheerleading - 40218</u>					
Salaries & Benefits	\$ 34,404	\$ 41,643	\$ 34,259	\$ 34,099	0%
Maintenance & Operations	3,553	4,840	4,550	3,450	-24%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Basketball/Cheer	\$ 37,956	\$ 46,484	\$ 38,809	\$ 37,549	-3%
<u>Youth Sports Flag Football/Cheerleading/Soccer - 40219</u>					
Salaries & Benefits	\$ 41,331	\$ 41,495	\$ 32,578	\$ 31,491	-3%
Maintenance & Operations	3,655	3,729	3,950	3,050	-23%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Sports FF/C/S	\$ 44,986	\$ 45,224	\$ 36,528	\$ 34,541	-5%
<u>Senior Citizens Center - 40231</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	330,194	342,396	338,863	316,200	-7%
Fixed Assets	-	-	-	-	0%
Subtotal Senior Citizens Center	\$ 330,194	\$ 342,396	\$ 338,863	\$ 316,200	-7%
<u>Day Camp - 40232</u>					
Salaries & Benefits	\$ 92,080	\$ 111,165	\$ 112,300	\$ 117,414	5%
Maintenance & Operations	65,322	81,386	76,350	72,120	-6%
Fixed Assets	-	-	-	-	0%
Subtotal Day Camp	\$ 157,402	\$ 192,551	\$ 188,650	\$ 189,534	0%
<u>Playgrounds - 40233</u>					
Salaries & Benefits	\$ 347,237	\$ 368,809	\$ 367,325	\$ 399,901	9%
Maintenance & Operations	21,560	20,235	20,450	18,550	-9%
Fixed Assets	-	-	-	-	0%
Subtotal Playgrounds	\$ 368,797	\$ 389,044	\$ 387,775	\$ 418,451	8%

ADMINISTRATIVE SERVICES DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Youth & Family - 40235</u>					
Salaries & Benefits	\$ 9,227	\$ 6,600	\$ -	\$ -	-100%
Maintenance & Operations	5,061	3,373	-	-	-100%
Fixed Assets	-	-	-	-	0%
Subtotal Youth & Family	\$ 14,288	\$ 9,973	\$ -	\$ -	-100%
<u>Teen Programs - 40236</u>					
Salaries & Benefits	\$ 64,690	\$ 82,019	\$ 74,856	\$ 73,466	-2%
Maintenance & Operations	19,888	17,990	30,900	27,950	-10%
Fixed Assets	-	-	-	-	0%
Subtotal Teen Programs	\$ 84,579	\$ 100,009	\$ 105,756	\$ 101,416	-4%
<u>Concerts - 40237</u>					
Salaries & Benefits	\$ 11,450	\$ 11,724	\$ -	\$ -	0%
Maintenance & Operations	18,472	14,210	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Concerts	\$ 29,921	\$ 25,934	\$ -	\$ -	0%
<u>Early Childhood - 40241</u>					
Salaries & Benefits	\$ 113,086	\$ 115,681	\$ 109,864	\$ 118,768	8%
Maintenance & Operations	6,829	7,318	9,300	7,850	-16%
Fixed Assets	-	-	-	-	0%
Subtotal Early Childhood	\$ 119,915	\$ 122,999	\$ 119,164	\$ 126,618	6%
<u>Adult Instructional Classes - 40242</u>					
Salaries & Benefits	\$ 21,373	\$ 21,027	\$ 22,267	\$ 24,644	11%
Maintenance & Operations	72,936	78,906	68,850	81,500	18%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Instructional	\$ 94,309	\$ 99,933	\$ 91,117	\$ 106,144	16%
<u>Youth Instructional Classes - 40243</u>					
Salaries & Benefits	\$ 34,422	\$ 38,113	\$ 37,000	\$ 42,663	15%
Maintenance & Operations	332,657	346,910	339,575	332,100	-2%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Instructional	\$ 367,079	\$ 385,023	\$ 376,575	\$ 374,763	0%
<u>Special Recreation Events - 40244</u>					
Salaries & Benefits	\$ 8,998	\$ 6,271	\$ -	\$ -	0%
Maintenance & Operations	19,261	29,798	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Special Recreation Events	\$ 28,260	\$ 36,069	\$ -	\$ -	0%

ADMINISTRATIVE SERVICES DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

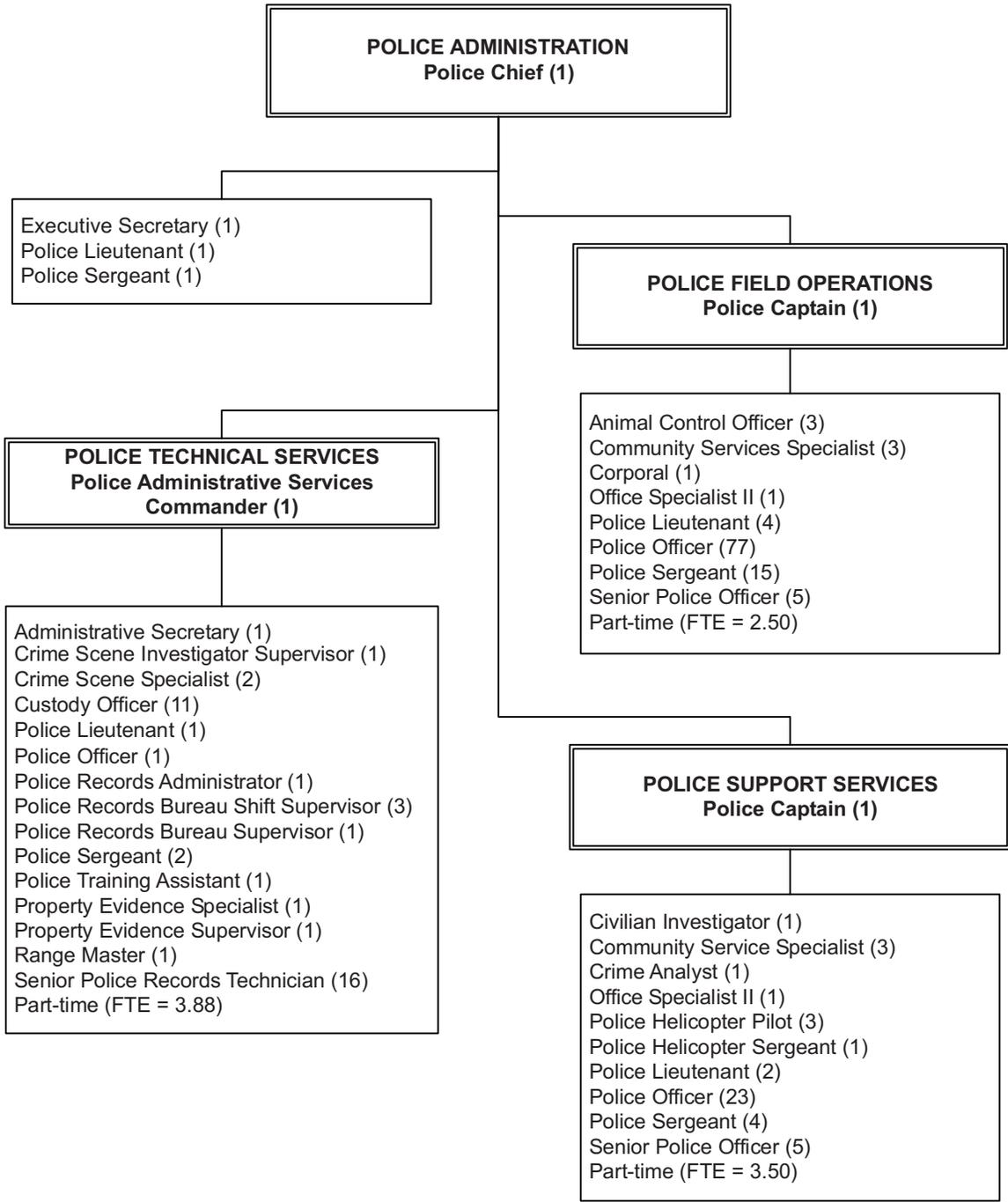
	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Mobile Recreation - 40245</u>					
Salaries & Benefits	\$ 50,170	\$ 41,465	\$ -	\$ -	0%
Maintenance & Operations	10,933	14,629	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Mobile Recreation	\$ 61,103	\$ 56,093	\$ -	\$ -	0%
<u>Parks & Recreation Commission - 50125</u>					
Salaries & Benefits	\$ 2,261	\$ 955	\$ 200	\$ 200	0%
Maintenance & Operations	7,271	7,604	4,900	3,450	-30%
Fixed Assets	-	-	-	-	0%
Subtotal Parks & Recreation Comm.	\$ 9,533	\$ 8,559	\$ 5,100	\$ 3,650	-28%
<u>Child Care/Youth Services Comm - 50140</u>					
Salaries & Benefits	\$ 154	\$ -	\$ 140	\$ -	-100%
Maintenance & Operations	-	-	1,700	-	-100%
Fixed Assets	-	-	-	-	0%
Subtotal Child Care/Youth Comm	\$ 154	\$ -	\$ 1,840	\$ -	-100%
<u>Cultural Arts Committee - 50190</u>					
Salaries & Benefits	\$ 150	\$ 200	\$ 300	\$ -	-100%
Maintenance & Operations	5,387	9,206	4,500	-	-100%
Fixed Assets	-	-	-	-	0%
Subtotal Cultural Arts Committee	\$ 5,537	\$ 9,405	\$ 4,800	\$ -	-100%
<u>Historical Preservation Committee - 50191</u>					
Salaries & Benefits	\$ -	\$ 100	\$ -	\$ -	0%
Maintenance & Operations	3,357	3,835	7,500	-	-100%
Fixed Assets	-	-	-	-	0%
Subtotal Historic Resources Comm	\$ 3,357	\$ 3,935	\$ 7,500	\$ -	-100%
<u>RISK MANAGEMENT - 14400</u>					
<u>Employee Benefit Admin - 50630</u>					
Salaries & Benefits	\$ 147,968	\$ 154,327	\$ 164,722	\$ 52,342	-68%
Maintenance & Operations	41,307	32,281	48,850	40,750	-17%
Fixed Assets	-	-	-	-	0%
Subtotal Employee Benefit Admin	\$ 189,275	\$ 186,608	\$ 213,572	\$ 93,092	-56%
<u>Post-Employment Benefits - 50650</u>					
Salaries & Benefits	\$ 1,297,994	\$ 1,378,790	\$ 99,297	\$ 1,460,735	1371%
Maintenance & Operations	750	3,000	1,500	1,200	-20%
Fixed Assets	-	-	-	-	0%
Subtotal Post Employment Benefits	\$ 1,298,744	\$ 1,381,790	\$ 100,797	\$ 1,461,935	1350%

ADMINISTRATIVE SERVICES DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Risk Mgmt Admin - 50661</u>					
Salaries & Benefits	\$ 106,640	\$ 118,540	\$ 110,702	\$ 78,932	-29%
Maintenance & Operations	274,754	260,634	357,440	363,320	2%
Fixed Assets	8,437	-	-	-	0%
Subtotal Risk Mgmt Admin	\$ 389,831	\$ 379,175	\$ 468,142	\$ 442,252	-6%
<u>Liability - 50662</u>					
Salaries & Benefits	\$ 100,113	\$ 107,643	\$ 90,906	\$ 97,645	7%
Maintenance & Operations	4,884,615	1,969,550	1,025,394	1,055,180	3%
Fixed Assets	32,737	-	-	-	0%
Subtotal Liability	\$ 5,017,465	\$ 2,077,193	\$ 1,116,300	\$ 1,152,825	3%
<u>Workers' Comp - 50663</u>					
Salaries & Benefits	\$ 1,623,650	\$ 1,550,620	\$ 2,056,587	\$ 1,881,586	-9%
Maintenance & Operations	342,418	462,012	394,250	291,620	-26%
Fixed Assets	-	-	-	-	0%
Subtotal Workers' Comp	\$ 1,966,069	\$ 2,012,632	\$ 2,450,837	\$ 2,173,206	-11%
<u>TELECOMMUNICATIONS - 14500</u>					
<u>Telecomm Operations - 51010</u>					
Salaries & Benefits	\$ 2,661,268	\$ 2,802,368	\$ 2,649,163	\$ 2,709,162	2%
Maintenance & Operations	325,571	329,916	305,330	297,420	-3%
Fixed Assets	-	-	-	240,000	0%
Subtotal Telecomm Operations	\$ 2,986,839	\$ 3,132,285	\$ 2,954,493	\$ 3,246,582	10%
<u>Technical Support/Maint - 51020</u>					
Salaries & Benefits	\$ 303,522	\$ 306,218	\$ 313,002	\$ 318,057	2%
Maintenance & Operations	209,268	192,837	233,905	245,700	5%
Fixed Assets	-	-	-	-	0%
Subtotal Tech Support/Maint	\$ 512,790	\$ 499,055	\$ 546,907	\$ 563,757	3%
<u>Cable Television - 51030</u>					
Salaries & Benefits	\$ 240,393	\$ 266,105	\$ 259,785	\$ 272,307	5%
Maintenance & Operations	34,019	54,680	42,423	41,025	-3%
Fixed Assets	17,660	26,713	-	-	0%
Subtotal Cable Television	\$ 292,072	\$ 347,498	\$ 302,208	\$ 313,332	4%
<u>Emergency Services - 51040</u>					
Salaries & Benefits	\$ 181,266	\$ 173,176	\$ 175,642	\$ 80,022	-54%
Maintenance & Operations	12,282	13,380	17,050	10,850	-36%
Fixed Assets	-	-	-	-	0%
Subtotal Emergency Services	\$ 193,548	\$ 186,557	\$ 192,692	\$ 90,872	-53%

**ADMINISTRATIVE SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent Change</u>
<i>INFORMATION TECHNOLOGY - 14600</i>					
<u>Computer Operations - 50710</u>					
Salaries & Benefits	\$ 866,952	\$ 900,946	\$ 859,103	\$ 729,022	-15%
Maintenance & Operations	752,377	764,899	812,671	799,535	-2%
Fixed Assets	79,687	55,077	-	12,289	0%
<i>Subtotal Computer Operations</i>	<u>\$ 1,699,016</u>	<u>\$ 1,720,922</u>	<u>\$ 1,671,774</u>	<u>\$ 1,540,846</u>	<u>-8%</u>
<u>Computer Systems Development - 50720</u>					
Salaries & Benefits	\$ 1,077,258	\$ 1,032,625	\$ 1,114,682	\$ 762,270	-32%
Maintenance & Operations	-	13,027	100	-	-100%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Computer Systems Dev</i>	<u>\$ 1,077,258</u>	<u>\$ 1,045,653</u>	<u>\$ 1,114,782</u>	<u>\$ 762,270</u>	<u>-32%</u>
Total Expenditures	<u>\$ 21,769,070</u>	<u>\$ 19,133,105</u>	<u>\$ 16,925,347</u>	<u>\$ 17,174,009</u>	<u>1%</u>



POLICE DEPARTMENT

The Police Department is tasked with protecting life and property while preserving the peace. The Department has 204 full-time positions, of which 149 are sworn and 55 are civilian. Full-time staffing is composed of 13 management positions, 26 supervisory, and 165 line-level positions. Part-time staffing consists of 9.88 full-time equivalents. The Department is comprised of four divisions and each division is further split into different programs. The four divisions are as follows:

- * ***Police Administration***
- * ***Police Technical Services***
- * ***Police Field Operations***
- * ***Police Support Services***

POLICE ADMINISTRATION - 15100

Police Administration - 50001

Provides 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; and provides internal investigation services through the Professional Standards Unit.

POLICE TECHNICAL SERVICES - 15200

Administration – 50001

Provides essential logistical support services to the Field Operations and Support Services Divisions including but not limited to the following:

- Records and Information Systems
- Crime Scene Investigations – Photographic Services
- Training, Planning and Research
- Property & Evidence
- Custody and Court Liaison Services
- Building Equipment and Maintenance

This division is also responsible for computer-related activities associated with a 24-hour operation of the City's public safety computer system, and is responsible for the research and development of numerous programs, including safety equipment, new laws and regulations, and policy development.

Records/Information Systems - 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 Investigation/Photos - 10132

Provides for the collection and processing of evidence at the crime scene and laboratory and photographic support for evidentiary and non-evidentiary requests.

Training - 10133

Provides and coordinates training programs within the guidelines established by statutory and state-mandated Peace Officer Standard Training (POST) requirements and community needs for both sworn and civilian personnel; develops and evaluates daily in-service programs.

POLICE DEPARTMENT

Property & Evidence - 10136

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

Jail - 10137

Provides for the processing and detention of arrested persons in a manner required by State and Federal laws; coordinates court appearances and related activities of subpoenaed officers and arrested persons; and transports arrestees from the jail to court.

Equipment Maintenance - 10138

Coordinates the maintenance/servicing of police vehicles and pool cars with Fleet Services.

Recruitment – 10146

This program discontinued in FY 2010 – 2011.

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 security services through the Park Rangers Unit; manages the Department budget and financial planning; coordinates press information distribution to the local media; and provides business-related services to the public via the front desk.

Community Services – 10134

This program discontinued in FY 2010 – 2011.

Youth Crime Intervention - 10135

Provides services to local schools; provides security to intermediate and high schools through the School Resource Officer Unit; gang suppression; and coordinates outreach intervention opportunities through the Gang Detail.

Animal Control - 10139

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

POLICE SUPPORT SERVICES - 15400

Helicopter Patrol - 10112

Provides helicopter patrol through participation in Airborne Law Enforcement (ABLE).

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.

POLICE DEPARTMENT

Contract and Special Events - 10114

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

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 reported, 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, apprehension, prosecution, and conviction of perpetrators and recovery of stolen property.

Vice & Narcotics - 10125

This program discontinued in FY 2010 – 2011.

RAID – 10143

The Remove the Aggressive and Impaired Driver (RAID) program is designed to fund traffic safety related enforcement and education efforts to reduce alcohol related traffic collisions, address aggressive driving practices, particularly speed and red light/stop sign violations, and to increase the overall traffic safety in the City.

BUDGET NARRATIVE –

The FY 10-11 adopted budget for the Police Department totals \$36.8 million, which reflects a decrease of \$5.4 million or -12.84% compared to the FY 09-10 adopted budget. The decrease is largely attributed to the reduction of 36 full time positions. Some of the positions eliminated include: three (3) Police Sergeants, eleven (11) Police Officers, one (1) Police Helicopter Pilot, nine (9) Community Services Specialists, three (3) Crime Scene Specialists, two (2) Senior Police Records Technicians, two (2) Office Specialist II, two (2) Crime Prevention Specialist, one (1) Police Training Administrator, one (1) Civilian Investigator, and one (1) Management Analyst. Other reductions include: elimination of the Red Light Camera program, and reduction in the Airborne Law Enforcement (ABLE) program contract.

Funding for public safety services comes from: the General Fund, Proposition 172 Fund, Narcotics Forfeiture Fund, Supplemental Law Enforcement Services Fund (SLESF), and other grant funds.

PRIOR YEAR'S ACCOMPLISHMENTS

- Modernized and expanded upon the Department website to meet public inquiries and demand.
- Established policies, procedures, and protocols for the Digital Video and Audio Recording System. This included assigning responsibility to the management and maintenance of evidentiary integrity and for the copying and distribution of video needed for court or investigations.
- Training overtime was reduced below 50% through utilization of certified in-house training conducted on Directed Enforcement days. Perishable Skills training mandates were met through this process.
- Target Area Deployment concept using collision data to target high-collision locations during peak traffic hours deployed on daily basis to reduce injury and hit-and-run collisions.
- Utilized Community Oriented Policing and Problem Solving/Traffic Problem Oriented Policing computer program to document, track, and measure responses to quality of life issues related to traffic. The COPPS software was fully operational and tracked all TPOP complaints. All traffic related complainants were contacted within 72 hours of receiving the initial complaint.
- Applied for and awarded \$300,000 in grant funds from the Office of Traffic Safety for participation in the Selective Traffic Enforcement Program.

POLICE DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS cont.

- Exceeded target objectives for robbery, crimes against persons, theft and juvenile case clearance.
- Expanded upon the Virtual Briefing for Patrol keeping the program up to date with links to information on local and regional crime patterns and analysis, wanted persons and vehicles, parolees and sex registrants. Established link between briefing room computer and audio-visual system and created link file for information access from any department computer.
- Increased emphasis on investigation of unsolved violent crime in the Cold Case Unit through creation of a single detective DNA due diligence administrator for FBI Violent Criminal Apprehension Program (ViCap) and O.C. TrackRS, a specialized Homicide & Sexual Assault Unit provided by the Orange County District Attorney.

GOALS

Focus on policing strategies that will reduce crime and fear of crime and improve quality of life. Emphasize accountability, problem-solving, and community involvement.

OBJECTIVES

- Provide in-house training to Records Bureau staff regarding the Public Records Act to ensure all inquiries are handled appropriately.
- Transcribe and make available all "priority" reports within 48 hours from dictation.
- Establish a mandatory monthly training regiment/system for the jail staff members. Training topics and associated materials will be established and distributed to jail staff members with approval and oversight from the Training Bureau.
- Improve the Crime Scene Investigation Unit's reporting practices when submitting DNA samples to the County Crime lab in order to keep in line with the OC Sheriff Department's new policies and procedures.
- Meet all State and legislative training mandates to 100% compliance.
- Maximize UASI training funds so that a majority of line level personnel receives Law Enforcement Response to Terrorism training to enhance officer safety and awareness.
- Continue to fully utilize the Santa Ana College training partnership contract to ensure refunds are maximized within 85% of contract limits.
- Committee participation for the countywide license plate reader system.
- Completion of the implementation process for the new TAGRS graffiti tracking system to include training for departmental personnel.
- Finalize the Identification of community stakeholders and contact persons for neighborhood watch groups and other entities within Costa Mesa.
- Facilitate ongoing training for police patrol personnel with the Gang and S.E.D. Units.
- Implementation of the Coplogic program (online report-writing system for citizens) and development of specific policies and guidelines for its use.
- Continue working towards the implementation of streaming video capabilities into patrol cars from the South Coast Plaza Video System.
- Continue administering the Target Area Deployment concept using collision data to target high-collision locations during peak traffic hours.
- Apply for \$300,000 in grant funds from the Office of Traffic Safety, for participation in the Selective Traffic Enforcement Program.
- Increase bicycle violation enforcement and education.
- Achieve the Detective Bureau's established case clearance rate objectives.

POLICE DEPARTMENT

Performance Measures/Workload Indicators:	FY 08-09 <u>Actual</u>	FY 09-10 <u>Adopted</u>	FY 10-11 <u>Adopted</u>
• Records Bureau cases and arrest reports processed	21,157	24,603	19,814
Percent of full-time civilian staffing (average)	80%	80%	80%
Percent of budgeted overtime used	108%	60%	40%
• Custody Bookings	6,159	5,258	5,500
Full-time civilian staffing (average)	90%	90%	100%
Budgeted overtime used	120%	100%	110%
• Crime Scene Investigation			
Percent of full-time staffing (average)	100%	90%	90%
Percent of budgeted overtime used	115%	100%	100%
• Property and Evidence			
Percent of full-time staffing (average)	100%	100%	100%
Percent of budgeted overtime used	64%	30%	10%
• Emergency calls	1,213	1,350	1,230
Responded within 5 minutes	960	1107	1009
Effectiveness	79%	82%	82%
• Non-emergency calls	84,888	87,250	80,290
Responded within 15 minutes	79,766	82,888	73,660
Effectiveness	94%	95%	94%
• Responded within 30 minutes	83,779	84,280	77,500
Effectiveness	99%	98%	98%
• Hit-and-run investigations	-----	450	600
Cases cleared	-----	160	210
Effectiveness	-----	35%	35%
• Services provided for Special Events	58	80	80
• Traffic customer survey rating good or better	-----	80%	80%
• Assigned robbery cases	112	140	110
Cases cleared	52	49	40
Effectiveness	46%	35%	35%
• Assigned crimes against persons cases	166	320	160
Cases cleared	126	224	110
Effectiveness	76%	70%	70%
• Assigned burglary cases	1,449	1,600	1,425
Cases cleared	305	400	355
Effectiveness	21%	25%	25%
• Assigned theft cases	1,965	2,000	2,055
Cases cleared	522	500	515
Effectiveness	26%	25%	25%
• Assigned juvenile cases	318	590	325
Cases cleared	308	531	295
Effectiveness	97%	90%	90%
• Economic/identity theft cases*	-----	650	570
Cases cleared	-----	325	140
Effectiveness	-----	50%	25%

POLICE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
<u>Police Administration - 15100</u>				
Police Chief	1.00	1.00	1.00	1.00
Police Lieutenant	-	1.00	1.00	1.00
Police Sergeant	1.00	2.00	2.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	-
Office Specialist II	1.00	-	-	-
<i>Subtotal Administration - 50001</i>	5.00	6.00	6.00	4.00
Total Police Administration Full-time Positions	5.00	6.00	6.00	4.00
Total Police Admin Part-time Positions (in FTE's)	0.50	1.25	1.25	-
<u>Police Technical Services - 15200</u>				
Police Administrative Svcs Commander	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	3.00	3.00	3.00	3.00
Police Records Bureau Supervisor	1.00	1.00	1.00	1.00
Police Records Administrator	1.00	1.00	1.00	1.00
Police Records Bureau Shift Supervisor	3.00	3.00	3.00	3.00
Senior Police Records Technician	18.00	18.00	18.00	16.00
<i>Subtotal Records/Info Systems - 10131</i>	23.00	23.00	23.00	21.00
Crime Scene Investigator Supervisor	1.00	1.00	1.00	1.00
Crime Scene Specialist	5.00	5.00	5.00	2.00
<i>Subtotal Crime Scene Invest/Photos - 10132</i>	6.00	6.00	6.00	3.00
Police Training Administrator	1.00	1.00	1.00	-
Police Training Assistant	1.00	1.00	1.00	1.00
Range Master	1.00	1.00	1.00	1.00
Police Sergeant	-	-	1.00	1.00
Police Officer	0.50	0.50	1.00	1.00
Office Specialist II	-	1.00	1.00	-
<i>Subtotal Training - 10133</i>	3.50	4.50	6.00	4.00
Property Evidence Supervisor	1.00	1.00	1.00	1.00
Property Evidence Specialist	1.00	1.00	1.00	1.00
<i>Subtotal Property & Evidence - 10136</i>	2.00	2.00	2.00	2.00
Police Sergeant	1.00	1.00	1.00	1.00
Custody Officer	11.00	11.00	11.00	11.00
<i>Subtotal Jail - 10137</i>	12.00	12.00	12.00	12.00
Police Sergeant	1.50	1.00	-	-
Police Officer	1.00	0.50	-	-
<i>Subtotal Recruitment - 10146</i>	2.50	1.50	-	-
Total Police Technical Svcs Full-time Positions	52.00	52.00	52.00	45.00
Total Police Tech Svcs Part-time Positions (in FTE's)	7.50	7.00	5.13	3.88

POLICE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
<u>Police Field Operations - 15300</u>				
Police Captain	0.50	0.80	0.80	0.80
Community Services Specialist	3.00	3.00	4.00	3.00
Corporal	8.00	7.00	2.00	2.00
Police Lieutenant	4.00	4.00	4.00	4.00
Police Officer	57.00	62.00	73.00	67.00
Police Sergeant	12.00	14.00	15.00	14.00
Senior Police Officer	9.00	6.00	6.00	6.00
<i>Subtotal Field Area Policing - 10111</i>	93.50	96.80	104.80	96.80
Crime Prevention Specialist	2.00	2.00	2.00	-
<i>Subtotal Community Services - 10134</i>	2.00	2.00	2.00	-
Police Captain	0.10	0.20	0.20	0.20
Community Services Specialist	0.50	0.50	-	-
Office Specialist II	1.00	1.00	1.00	1.00
Police Officer	7.00	7.00	7.00	7.00
Police Sergeant	1.00	1.00	1.00	1.00
Senior Police Officer	1.00	1.00	1.00	1.00
<i>Subtotal Youth Crime Intervention - 10135</i>	10.60	10.70	10.20	10.20
Police Captain	0.10	-	-	-
Animal Control Officer	3.00	3.00	3.00	3.00
<i>Subtotal Animal Control - 10139</i>	3.10	3.00	3.00	3.00
Total Police Field Operations Full-time Positions	109.20	112.50	120.00	110.00
Total Police Fld Ops Part-time Positions (in FTE's)	12.75	13.00	2.00	2.50
<u>Police Support Services - 15400</u>				
Police Captain	1.00	1.00	1.00	1.00
Police Sergeant	1.00	-	-	-
Police Lieutenant	1.00	-	-	-
<i>Subtotal Administration - 50001</i>	3.00	1.00	1.00	1.00
Police Helicopter Sergeant	1.00	1.00	1.00	1.00
Police Helicopter Pilot	4.00	4.00	4.00	3.00
<i>Subtotal Helicopter Patrol - 10112</i>	5.00	5.00	5.00	4.00
Police Captain	0.25	-	-	-
Community Services Specialist	10.00	10.00	10.00	3.00
Corporal	2.00	2.00	-	-
Office Specialist II	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00
Police Officer	14.00	12.00	14.00	10.00
Police Sergeant	2.00	2.00	2.00	2.00
Senior Police Officer	2.00	2.00	2.00	2.00
<i>Subtotal Traffic Enforcement - 10113</i>	32.25	30.00	30.00	19.00

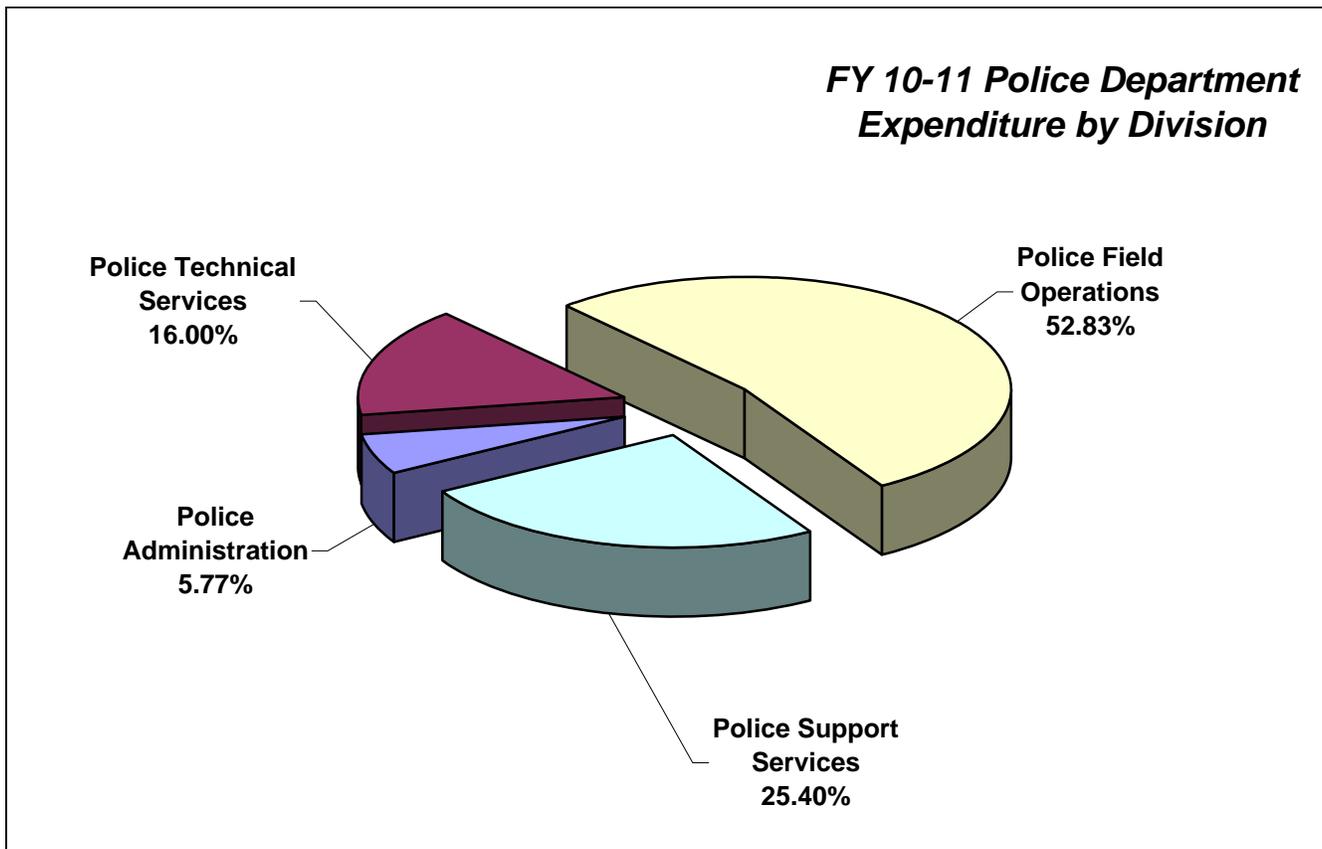


POLICE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
<u>Police Support Services - 15400</u> (continued)				
Police Captain	0.05	-	-	-
Police Sergeant	1.00	1.00	1.00	1.00
Senior Police Officer	-	-	-	1.00
Police Officer	1.00	1.00	1.00	-
<i>Subtotal Contract & Special Events - 10114</i>	2.05	2.00	2.00	2.00
Civilian Investigator	2.00	2.00	2.00	1.00
Community Services Specialist	0.50	0.50	1.00	-
Crime Analyst	1.00	1.00	1.00	1.00
Office Specialist II	0.80	0.80	1.00	-
Police Lieutenant	0.80	0.80	1.00	1.00
Police Officer	11.00	11.00	12.00	11.00
Police Sergeant	2.00	2.00	2.00	1.00
Senior Police Officer	4.00	4.00	4.00	4.00
<i>Subtotal Crime Investigation - 10120</i>	22.10	22.10	24.00	19.00
Community Services Specialist	1.00	1.00	-	-
Office Specialist II	0.20	0.20	-	-
Police Lieutenant	0.20	0.20	-	-
Police Officer	7.00	7.00	-	-
Police Sergeant	1.00	1.00	-	-
<i>Subtotal Vice & Narcotics - 10125</i>	9.40	9.40	-	-
Total Police Support Services Full-time Positions	73.80	69.50	62.00	45.00
Total Police Supt Svcs Part-time Positions (in FTE's)	1.98	5.50	6.25	3.50
Total Department Full-time Positions	240.00	240.00	240.00	204.00
Total Department Part-time Positions (in FTE's)	22.73	26.75	14.63	9.88
TOTAL DEPARTMENT	262.73	266.75	254.63	213.88

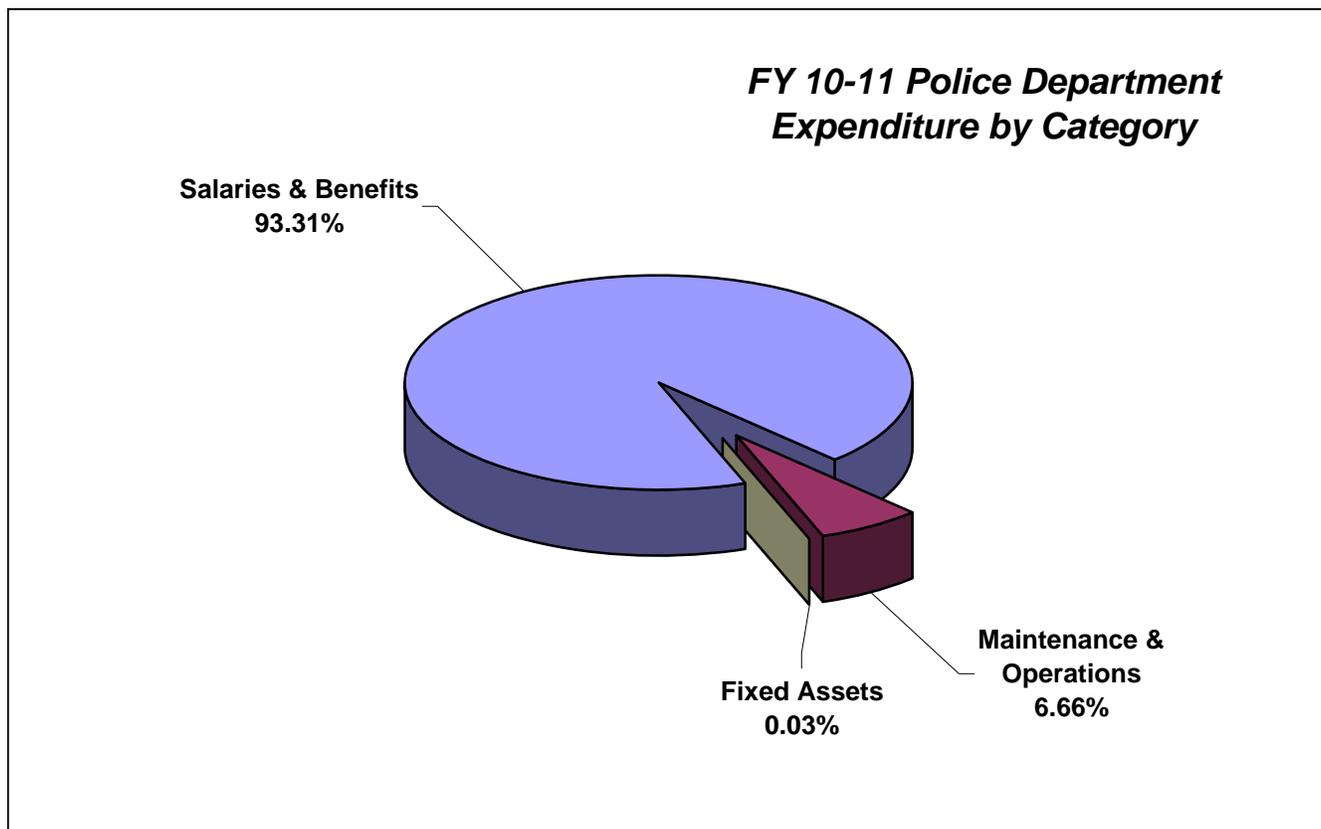
**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent Change</u>
Expenditure by Division:					
Police Administration - 15100	\$ 2,033,756	\$ 2,618,471	\$ 2,567,018	\$ 2,124,166	-17.25%
Police Technical Services - 15200	5,963,847	6,176,570	6,314,057	5,896,090	-6.62%
Police Field Operations - 15300	19,097,043	20,610,867	20,645,742	19,466,694	-5.71%
Police Support Services - 15400	15,025,321	13,261,392	12,749,960	9,360,480	-26.58%
Total Expenditures	\$ 42,119,966	\$ 42,667,300	\$ 42,276,777	\$ 36,847,429	-12.84%



**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 35,947,777	\$ 37,819,401	\$ 37,259,902	\$ 34,382,961	-7.72%
Maintenance & Operations	5,501,201	4,704,361	5,016,875	2,452,468	-51.12%
Fixed Assets	670,988	143,538	-	12,000	0.00%
Total Expenditures	\$ 42,119,966	\$ 42,667,300	\$ 42,276,777	\$ 36,847,429	-12.84%



	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 40,140,889	\$ 41,254,987	\$ 40,702,615	\$ 36,007,043	96.28%
Prop 172 Fund - 202	1,188,721	1,132,024	1,292,521	521,074	3.06%
SLESF Fund - 213	221,694	219,074	208,640	211,312	0.49%
Narcotics Forfeiture Fund - 217	82,970	61,215	73,000	108,000	0.17%
Total Funding Sources	\$ 41,634,275	\$ 42,667,300	\$ 42,276,777	\$ 36,847,429	100.00%

CITY OF COSTA MESA, CALIFORNIA

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
Regular Salaries - Sworn	501100	\$ 14,437,522	\$ 15,184,093	\$ 15,310,827	\$ 14,858,645	-3%
Regular Salaries - Non Sworn	501200	4,376,034	4,756,048	4,691,807	3,667,559	-22%
Regular Salaries - Part time	501300	922,047	919,466	543,152	421,501	-22%
Overtime	501400	2,674,445	2,209,625	1,936,379	1,857,115	-4%
Accrual Payoff - Excess Maximum	501500	687,455	400,133	127,699	163,375	28%
Vacation/Comp. Time Cash Out	501600	9,230	335,065	172,900	154,336	-11%
Holiday Allowance	501700	244,245	399,247	439,392	427,409	-3%
Separation Pay-Off	501800	202,205	96,293	-	-	0%
Other Compensation	501900	1,538,185	1,723,961	1,734,779	1,817,283	5%
Cafeteria Plan	505100	1,745,293	1,944,274	1,960,854	1,663,086	-15%
Medicare	505200	302,349	318,682	305,622	299,820	-2%
Retirement	505300	7,498,480	8,286,533	7,979,469	7,845,961	-2%
Professional Development	505500	192,445	80,859	100,374	103,599	3%
Unemployment	505800	18,227	18,770	20,264	20,002	-1%
Workers' Compensation	505900	913,213	946,099	1,036,265	898,008	-13%
Employer Contr.Retirees' Med.	506100	186,402	200,253	900,119	185,262	-79%
Subtotal Salaries & Benefits		\$ 35,947,777	\$ 37,819,401	\$ 37,259,902	\$ 34,382,961	-8%
Stationery and Office	510100	\$ 62,967	\$ 65,932	\$ 65,875	\$ 65,300	-1%
Multi-Media, Promotions and Subs	510200	84,365	59,457	75,019	67,889	-10%
Small Tools and Equipment	510300	123,273	65,770	60,011	54,920	-8%
Uniform & Clothing	510400	167,246	116,491	166,710	160,410	-4%
Safety and Health	510500	229,882	189,502	278,320	247,798	-11%
Maintenance & Construction	510600	10,632	10,615	12,025	12,025	0%
Electricity - Buildings & Fac.	515100	-	-	8,000	-	-100%
Gas	515400	296	269	350	-	-100%
Water - Domestic	515500	2,722	1,427	2,000	-	-100%
Waste Disposal	515700	894	1,393	3,250	3,500	8%
Janitorial and Housekeeping	515800	85,332	85,767	90,000	88,000	-2%
Postage	520100	19,423	18,373	18,285	18,300	0%
Legal Advertising/Filing Fees	520200	-	-	100	100	0%
Telephone/Radio/Communications	520400	62,808	44,827	50,000	45,000	-10%
Mileage Reimbursement	520600	460	-	50	50	0%
Buildings and Structures	525100	3,139	880	6,250	6,250	0%
Office Furniture	525600	493	3,331	250	250	0%
Office Equipment	525700	2,768	762	10,775	17,775	65%
Other Equipment	525800	25,304	15,130	24,580	26,119	6%
Consulting	530200	1,251,827	614,376	989,604	1,500	-100%
Financial & Information Svcs	530500	5,489	5,173	1,250	1,400	12%
Medical and Health Inspection	530600	97,694	93,276	115,100	111,600	-3%
Law Enforcement	530700	1,325,148	1,419,070	1,413,390	915,353	-35%
Internal Rent	535300	-	-	-	75	0%
External Rent	535400	359,688	255,752	159,795	195,720	22%
Central Services	535800	13,634	12,594	23,000	19,000	-17%
Internal Rent - Maint. Charges	536100	788,459	653,161	1,105,248	-	-100%
Internal Rent - Repl.Cost	536200	423,787	639,832	-	-	0%
General Liability	540100	348,115	331,036	337,638	394,134	17%
Other Costs	540900	505	164	-	-	0%
Relocation	545100	4,850	-	-	-	0%
Subtotal Maintenance & Operations		\$ 5,501,201	\$ 4,704,361	\$ 5,016,875	\$ 2,452,468	-51%

**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
Automotive Equipment	590500	\$ 99,187	\$ -	\$ -	\$ -	0%
Office Equipment	590700	430	-	-	-	0%
Other Equipment	590800	571,371	143,538	-	12,000	0%
<i>Subtotal Fixed Assets</i>		\$ 670,988	\$ 143,538	\$ -	\$ 12,000	0%
Total Expenditures		\$ 42,119,966	\$ 42,667,300	\$ 42,276,777	\$ 36,847,429	-13%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

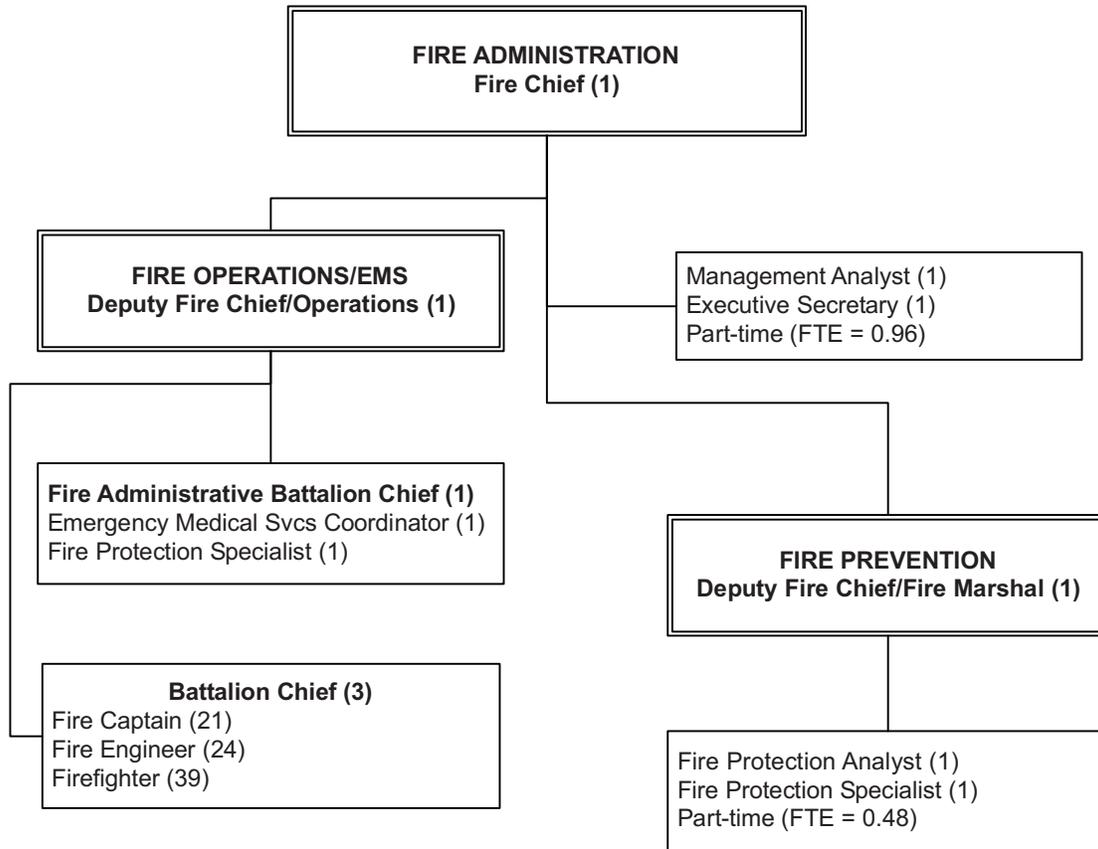
	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<i>POLICE ADMINISTRATION - 15100</i>					
<u>Police Administration - 50001</u>					
Salaries & Benefits	\$ 1,588,206	\$ 2,112,777	\$ 2,144,822	\$ 1,656,882	-23%
Maintenance & Operations	445,550	406,137	422,196	467,284	11%
Fixed Assets	-	99,557	-	-	0%
<i>Subtotal Administration</i>	\$ 2,033,756	\$ 2,618,471	\$ 2,567,018	\$ 2,124,166	-17%
<i>POLICE TECHNICAL SERVICES - 15200</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 526,328	\$ 555,451	\$ 543,494	\$ 576,390	6%
Maintenance & Operations	97,957	124,929	124,821	120,598	-3%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	\$ 624,286	\$ 680,381	\$ 668,315	\$ 696,988	4%
<u>Records/Information Systems - 10131</u>					
Salaries & Benefits	\$ 1,816,803	\$ 1,923,527	\$ 1,959,199	\$ 1,956,467	0%
Maintenance & Operations	154,413	157,082	189,799	182,799	-4%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Records/Info Systems</i>	\$ 1,971,216	\$ 2,080,609	\$ 2,148,998	\$ 2,139,266	0%
<u>Crime Scene Investigation/Photos - 10132</u>					
Salaries & Benefits	\$ 704,521	\$ 668,795	\$ 598,593	\$ 403,010	-33%
Maintenance & Operations	88,233	67,441	92,025	72,615	-21%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Crime Scene Inv/Photos</i>	\$ 792,754	\$ 736,236	\$ 690,618	\$ 475,625	-31%
<u>Training - 10133</u>					
Salaries & Benefits	\$ 508,896	\$ 557,445	\$ 867,302	\$ 665,516	-23%
Maintenance & Operations	106,105	96,918	148,690	132,478	-11%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Training</i>	\$ 615,001	\$ 654,363	\$ 1,015,992	\$ 797,994	-21%
<u>Property & Evidence - 10136</u>					
Salaries & Benefits	\$ 279,493	\$ 307,461	\$ 329,491	\$ 297,980	-10%
Maintenance & Operations	65,512	55,807	74,211	65,074	-12%
Fixed Assets	-	-	-	12,000	0%
<i>Subtotal Property & Evidence</i>	\$ 345,005	\$ 363,268	\$ 403,702	\$ 375,054	-7%
<u>Jail - 10137</u>					
Salaries & Benefits	\$ 1,178,797	\$ 1,226,276	\$ 1,279,800	\$ 1,324,233	3%
Maintenance & Operations	51,603	49,006	55,227	50,600	-8%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Jail</i>	\$ 1,230,401	\$ 1,275,282	\$ 1,335,027	\$ 1,374,833	3%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Equipment Maintenance - 10138</u>					
Salaries & Benefits	\$ 48,558	\$ 34,432	\$ 26,309	\$ 35,900	36%
Maintenance & Operations	31,230	22,326	25,096	430	-98%
Fixed Assets	-	-	-	-	0%
Subtotal Equipment Maintenance	\$ 79,789	\$ 56,758	\$ 51,405	\$ 36,330	-29%
<u>Recruitment - 10146</u>					
Salaries & Benefits	\$ 283,119	\$ 313,648	\$ -	\$ -	0%
Maintenance & Operations	22,277	16,026	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Recruitment	\$ 305,396	\$ 329,673	\$ -	\$ -	0%
<u>POLICE FIELD OPERATIONS - 15300</u>					
<u>Field Area Policing - 10111</u>					
Salaries & Benefits	\$ 15,128,381	\$ 17,268,568	\$ 17,333,676	\$ 17,101,262	-1%
Maintenance & Operations	905,605	827,838	937,185	282,790	-70%
Fixed Assets	510,818	43,981	-	-	0%
Subtotal Field Area Policing	\$ 16,544,805	\$ 18,140,387	\$ 18,270,861	\$ 17,384,052	-5%
<u>Community Services - 10134</u>					
Salaries & Benefits	\$ 196,696	\$ 217,641	\$ 213,944	\$ -	-100%
Maintenance & Operations	23,946	31,318	43,254	-	-100%
Fixed Assets	-	-	-	-	0%
Subtotal Community Services	\$ 220,642	\$ 248,959	\$ 257,198	\$ -	-100%
<u>Youth Crime Intervention - 10135</u>					
Salaries & Benefits	\$ 1,548,396	\$ 1,641,690	\$ 1,623,774	\$ 1,658,007	2%
Maintenance & Operations	162,553	34,506	19,351	4,900	-75%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Crime Intervention	\$ 1,710,948	\$ 1,676,196	\$ 1,643,125	\$ 1,662,907	1%
<u>Animal Control - 10139</u>					
Salaries & Benefits	\$ 358,050	\$ 364,172	\$ 357,786	\$ 329,485	-8%
Maintenance & Operations	262,598	181,154	116,772	90,250	-23%
Fixed Assets	-	-	-	-	0%
Subtotal Animal Control	\$ 620,648	\$ 545,326	\$ 474,558	\$ 419,735	-12%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<i>POLICE SUPPORT SERVICES - 15400</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 662,736	\$ 306,719	\$ 275,228	\$ 278,451	1%
Maintenance & Operations	21,698	11,751	13,093	1,370	-90%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	\$ 684,434	\$ 318,470	\$ 288,321	\$ 279,821	-3%
<u>Helicopter Patrol - 10112</u>					
Salaries & Benefits	\$ 1,005,055	\$ 1,061,009	\$ 952,871	\$ 840,008	-12%
Maintenance & Operations	909,009	980,510	980,510	490,255	-50%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Helicopter Patrol</i>	\$ 1,914,064	\$ 2,041,519	\$ 1,933,381	\$ 1,330,263	-31%
<u>Traffic Enforcement - 10113</u>					
Salaries & Benefits	\$ 4,560,310	\$ 4,129,473	\$ 4,146,671	\$ 3,128,363	-25%
Maintenance & Operations	1,789,183	1,290,472	1,638,108	420,000	-74%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Traffic Enforcement</i>	\$ 6,349,493	\$ 5,419,944	\$ 5,784,779	\$ 3,548,363	-39%
<u>Contract & Special Events - 10114</u>					
Salaries & Benefits	\$ 629,831	\$ 608,848	\$ 838,426	\$ 844,142	1%
Maintenance & Operations	-	-	-	500	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Contract & Special Events</i>	\$ 629,831	\$ 608,848	\$ 838,426	\$ 844,642	1%
<u>Crime Investigation - 10120</u>					
Salaries & Benefits	\$ 3,278,500	\$ 3,561,682	\$ 3,745,435	\$ 3,264,547	-13%
Maintenance & Operations	175,903	211,062	112,044	52,575	-53%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Crime Investigation</i>	\$ 3,454,403	\$ 3,772,744	\$ 3,857,479	\$ 3,317,122	-14%
<u>Vice & Narcotics - 10125</u>					
Salaries & Benefits	\$ 1,622,027	\$ 949,746	\$ -	\$ -	0%
Maintenance & Operations	167,626	113,513	-	-	0%
Fixed Assets	23,148	-	-	-	0%
<i>Subtotal Vice & Narcotics</i>	\$ 1,812,801	\$ 1,063,259	\$ -	\$ -	0%
<u>RAID - 10143</u>					
Salaries & Benefits	\$ 23,075	\$ 10,042	\$ 23,080	\$ 22,319	-3%
Maintenance & Operations	20,198	26,565	24,493	17,950	-27%
Fixed Assets	137,022	-	-	-	0%
<i>Subtotal RAID</i>	\$ 180,296	\$ 36,607	\$ 47,573	\$ 40,269	-15%
Total Expenditures	\$ 42,119,966	\$ 42,667,300	\$ 42,276,777	\$ 36,847,429	-13%



FIRE DEPARTMENT

The Costa Mesa Fire Department is a cohesive team of fire service professionals driven by strong organizational values and dedicated to protecting and enhancing the lives and well being of all who reside, conduct business, and visit the City of Costa Mesa, California. In cooperation with residents, business owners, city officials, and community volunteers, the Department aggressively identifies, prevents, mitigates, and corrects all forms of misfortune, large or small - natural or manmade, and rapidly responds to all requests for life and health, fire and rescue, and property or environmental protection locally and in support of the Southern California Region.

The Department is comprised of 97 full-time staff members, 91 sworn and 6 non-sworn positions. Part-time staffing consists of 1.44 full-time equivalents to serve within three divisions. The divisions are further divided into specific areas of expertise or programs. The three divisions are as follows:

- * ***Fire Administration***
- * ***Fire Operations/EMS***
- * ***Fire Prevention***

FIRE ADMINISTRATION - 16100

Fire Administration - 50001

Provides direction for strategic and operational planning and establishes Department policies and procedures; coordinates internal functions of all divisions and programs and external functions with other City departments and community organizations; coordinates additional functions and performs duties as delegated by the City Manager or the City Council.

FIRE OPERATIONS/EMS - 16200

Operations - 10210

Manages the operations and training of seven (7) fire companies, staffed on a 24-hour basis by three shifts of firefighter and firefighter-paramedic personnel. This division is responsible for the rapid response to all requests for life and health, fire and rescue, property or environmental protection, and fire cause and origin determination, as well as, the provision of fire prevention inspections for local businesses and life safety education for the community.

Emergency Medical Services - 10230

Provides both BLS (Basic Life Support) and ALS (Advanced Life Support) level pre-hospital emergency medical care, as well as all associated education, training, equipment, supplies, and quality control in support of the EMS mission.

FIRE PREVENTION - 16300

Fire Prevention - 10220

Develops and enforces local fire, life safety, and property/environmental protection standards. Enforces State adopted fire & life safety codes. Reviews building construction plans; conducts building construction & business inspections; investigates citizen complaints. Manage the city's hazardous materials disclosure program. Provides training to other department divisions in regard to fire & life safety codes, and assist professional trades with technical fire code requirements.

BUDGET NARRATIVE –

The FY 10-11 adopted budget for the Fire Department totals \$19.4 million, a decrease of \$689,847 or -3.43%, compared to the FY 09-10 adopted budget. The decrease is largely due to the reduction in full time positions. The Fire Department has reduced minimum daily staffing from 32 to 28 by eliminating the positions of: 3 Fire Captains, and 9 Fire Fighters. Also eliminated was the Fire Protection Analyst position. Additionally, 3 management positions; Deputy Chief – Operations, Deputy Chief – Prevention, and Battalion Chief - Operations will remain authorized but unfunded and vacant for additional cost savings.

The Fire Department continues to seek grant funding to help support operations and firefighter safety.

FIRE DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS

Fire Administration

- Reduced OT staffing costs by implementing a variable staffing model which reduced minimum staffing from 32 to 30 or 31 throughout FY 2009/10.
- Reduced OT vacancy costs by promoting 4 Fire Engineer positions and 2 Fire Captain positions.
- Proceeded with Fire Station Deployment Project by firmly establishing future fire station location and lot size through combined effort with the Planning Division and completion of the Home Ranch Development Agreement.
- Completed deployment model to effect minimum staffing reduction from 32 to 28 in FY 2010/11.
- Purchased and deployed Tractor Drawn Aerial utilizing a deferred lease-to-own plan.
- Implemented a revenue cost recovery program through EF Recovery with revenue projection of approximately \$180,000.

Fire Operations/EMS

- Improved response capability in the wildland urban area interface by purchasing 6 GPS with grant funds.
- Improved fire suppression capability by building a state of the art ventilation prop.
- Improved the security of Stations 3, 5 and 6 by installing security gates.
- Generated \$14,000 in revenue through the Host Training Class Program.
- Improved Department readiness and expertise by implementation of a new certification program to meet local, state and federal requirements.
- Improved USAR capability by 20 trained personnel by utilizing UASI funds in training personnel. Increased from 35 to 55 personnel.
- Improved regional wildland response capability by training 14 personnel in the Engine Boss position.
- Improved regional wildland response capability by training 6 personnel in Land Navigation/Map Reading/GPS.
- Improved Department readiness by 6 personnel completing probation.
- Improved Department readiness by established a DMV Employee Testing Program.
- Improved Department readiness by training 3 personnel as DMV Employer Testing Program Examiners.
- Improved Department readiness by 14 trained personnel from 22 to 36 as Terrorism Liaison Officers (24 Full/12 Basic).
- Sustained response expertise by meeting Federal, State, and Local training requirements for all personnel – NIMS/SEMS, IQS/ROSS, Engine Boss, Chief Officer EOC.
- Improved personnel safety with implementation of spit hood devices and combative patient policy.
- Improved scope of services to community by implementing Special Event Medic Program.
- Improved cardiac-event survival capability by ongoing AED/CPR training of City employees.
- New EMT certification Program.
- Monitoring Equipment use for the FEMA graded exercise in March.

Fire Prevention

- Improved emergency responder inspection techniques by hosting seminars for; new construction and large building tenant improvements, and hazardous materials response.
- Improved response capability for incidents involving hazardous materials by completing updates to the Hazardous Materials Area Plan – grant funded.
- Improved fireworks-stand safety by holding meetings with fireworks vendors and sellers prior to July 4, 2010 to emphasize City policies and safety procedures.
- Initiated apartment inspection program for all apartments with three or more units.
- Improved on-time payments of haz-mat permits by implementing a late payment fee.
- Developed an SOP for overcrowding concerns at restaurants/bars.
- Assisted first responders by troubleshooting and repairing numerous Knox Box issues throughout the city.
- Established a contact and addressed Marathon concerns with an O.C. Marathon representative.
- Developed a guideline for new BBQ requirements on balconies.

FIRE DEPARTMENT

GOALS

Expertly and consistently protect and enhance the lives of all we serve by applying strong organizational values and a “sharp-focus wide-angle” approach toward the complete and accurate fulfillment of our complex and vital mission.

Attract, recruit, and retain top-quality personnel who are individually and collectively distinguished for service excellence and commitment to total effort and technical expertise.

Provide versatile industry-standard techniques, equipment, and facilities for our members and community and continually place an emphasis on the safety and well being of our employees and families, community collaboration, hometown attentiveness, cost efficient operations, regional strength, and a proactive contribution to excellence in the fire service.

OBJECTIVES

Fire Administration

- Coordinate future implementation of Regional USAR Task Force through collaborate effort with other Orange County Fire Agencies.
- Provide enhanced fire and life safety education programs to reach at risk populations.
- Provide preparedness education outreach to community members through continued CERT training.
- Improve business and industry preparedness outreach by providing enhanced fire and life safety education programs.

Fire Operations/EMS

- Purchase and deploy replacement monitor defibrillator equipment.
- Certify and train 9 personnel to be Flashover Instructors.
- Train and certify 7 TLO's as Incident Response to Terrorism Bombing specialists.
- Train and certify 4 personnel as CSTI Public Information Officers.
- Increase USAR trained personnel by 5%.
- Increase portable BK radio cache by 19 radios utilizing regional UASI grant funds.
- Respond to Code 3 EMS emergencies within five-minutes (5:00) 80% of the time.
- Respond to Code 3 Fire emergencies within five-minutes, forty-five seconds (5:45) 80% of the time.
- Respond to other (non-Code 3) service requests within ten-minutes (10:00) 80% of the time.
- Maintain annual fire loss at or below (\$16.50 property only - \$22 property and contents) per citizen.
- Maintain the number of building fires at less than 0.4 percent per 1000 population.
- Achieve a Department average of 216 hours/member of on-duty firefighter training/education.
- Audit twenty-five percent (25%) of fire narrative reports.
- Audit twenty-five percent (25%) of Pre-hospital care reports.
- Research Cardiac Resuscitation Monitor-Defibrillation-Automated CPR Systems to improve survival.
- Deploy upgraded portable electric suction units to improve patient care capabilities.

Fire Prevention

- Return 25% of complaint calls within one business days.
- Complete 40% of Plan Checks within ten days.
- Complete 75% of existing and new business information entries into the Records Management System (RMS) data base.
- Complete 80% of occupancy inspections annually and enter inspection data into RMS data base.
- Clear 80% of occupancy inspection violations within 90 days.
- Begin apartment inspections.

FIRE DEPARTMENT

Performance Measures/Workload Indicators:	FY 08-09 <u>Actual</u>	FY 09-10 <u>Adopted</u>	FY 10-11 <u>Adopted</u>
<u>Performance Measures:</u>			
<u>Fire Administration</u>			
Present fire and life safety education programs for at risk populations	129	144	165
Preparedness education through CERT training	5	6	6
Present fire and life safety education to business and industry	5	9	15
<u>Fire Operations/EMS</u>			
Response to Code 3 emergencies within 5 minutes (EMS)	90%	80%	80%
Response to Code 3 emergencies within 5 minutes 45 seconds (Fires)	90%	80%	80%
Response to other service requests within 10 minutes	90%	80%	80%
Fire Loss per Citizen (Property Only)	\$15	\$16.50	\$16.50
Fire Loss per Citizen (Property and Contents)	\$20	\$22	\$22
Percentage of Personnel Certified in Technical Rescue ¹	35%	40%	45%
Average hrs/member of on-duty, in-house firefighter training/education	240	216	216
Percentage of fire narrative reports audited	25%	25%	25%
<u>Fire Prevention</u>			
Percentage of complaint calls returned within one business day	72%	90%	25%
Percentage of plan checks completed within ten business days	90%	90%	40%
Percentage of existing and new business information entries into RMS	77%	90%	75%
Percentage of annual business inspections entered RMS data base	85%	90%	80%
Percentage of occupancy inspections violations cleared within 90 days ²	83%	90%	80%
Percentage of apartment inspections	-	-	*
<u>Workload Indicators:</u>			
Number of Calls for Service	9,450	9,500	9,500
Number of EMS Responses	6,700	6,700	7,200
Percentage EMS	72.0%	72.0%	72.0%
Percentage Fires	1.02%	3.0%	2.5%
Other ³	25.0%	25.0%	25%
Number of Paramedic-escorted Advanced Life Support Patients	2,700	2,800	2,500
Building Fires per 1,000 Population ⁴	0.327	0.375	0.375%
Number of Pre-hospital Care Reports audited	1,400	1,675	1,500

*new item, prior year's data not available

- 1 Personnel certified in "Technical Rescue" operations includes course completion with credentials in "Confined Space Rescue", "Rescue Systems I & II", "Trench Rescue", and "Swift Water Rescue" courses.
- 2 Based on violations/hazards cleared upon re-inspection of a business facility. Examples of fire code violations include: outdated or discharged fire extinguishers and blocked exits.
- 3 "Other Calls" include investigations (suspicious odor or substance), hazardous materials, assist Costa Mesa Police Department (lighting, ladder, stand-by), swift water rescue (no victim) and non-injury traffic accidents.
- 4 While there is not a national standard, the "average" number of fires per 1,000 citizens for a city the size of Costa Mesa is .0655

**FIRE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

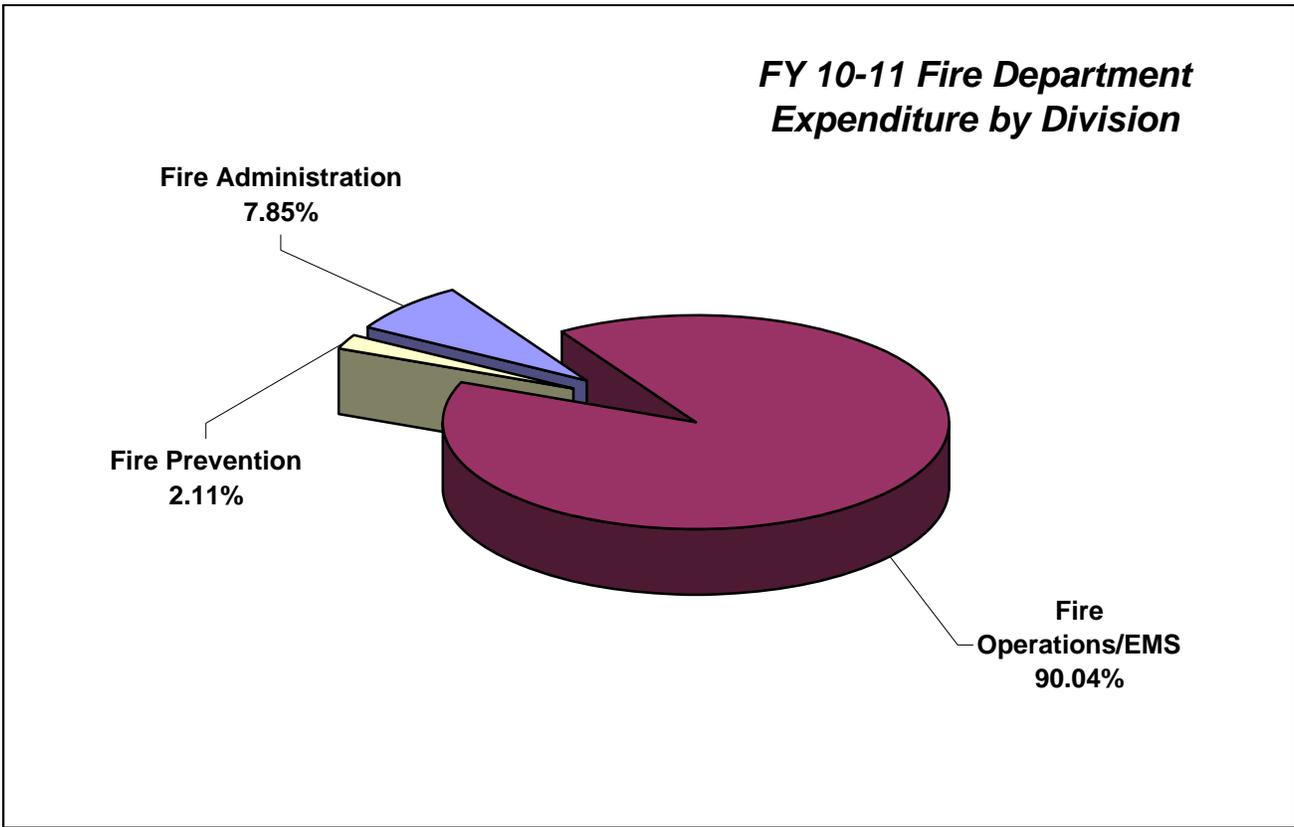
	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	
<u>Fire Administration - 16100</u>					
Fire Chief	1.00	1.00	1.00	1.00	
Deputy Fire Chief - Operations	1.00	1.00	1.00	1.00	**
Fire Administrative Battalion Chief	-	1.00	1.00	1.00	*
Executive Secretary	1.00	1.00	1.00	1.00	
Fire Administrative Captain	1.00	-	-	-	
Fire Protection Specialist	-	1.00	1.00	1.00	
Management Analyst	1.00	1.00	1.00	1.00	
<i>Subtotal Administration - 50001</i>	<u>5.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	
Emergency Medical Services Coordinator	1.00	1.00	1.00	1.00	
<i>Subtotal Emergency Medical Services - 10230</i>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	
Total Fire Administration Full-time Positions	6.00	7.00	7.00	7.00	
Total Fire Admin Part-time Positions (in FTE's)	0.96	0.96	0.96	0.96	
<u>Fire Operations/EMS - 16200</u>					
Battalion Chief	3.00	3.00	3.00	3.00	
Fire Captain	24.00	24.00	24.00	21.00	
Fire Engineer	24.00	24.00	24.00	24.00	
Firefighter	44.00	44.00	44.00	35.00	
<i>Subtotal Operations - 10210</i>	<u>95.00</u>	<u>95.00</u>	<u>95.00</u>	<u>83.00</u>	
Firefighter	4.00	4.00	4.00	4.00	
<i>Subtotal Emergency Medical Services - 10230</i>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	
Total Fire Operations/EMS Full-time Positions	99.00	99.00	99.00	87.00	
<u>Fire Prevention - 16300</u>					
Deputy Fire Chief - Fire Marshal	1.00	1.00	1.00	1.00	**
Fire Protection Analyst	2.00	2.00	2.00	1.00	
Fire Protection Specialist	2.00	1.00	1.00	1.00	
Office Specialist II	1.00	1.00	1.00	-	
<i>Subtotal Fire Prevention - 10220</i>	<u>5.00</u>	<u>4.00</u>	<u>4.00</u>	<u>2.00</u>	
Total Fire Prevention Full-time Positions	6.00	5.00	5.00	3.00	
Total Fire Prevention Part-time Positions (in FTE's)	0.96	0.96	0.96	0.48	
Total Department Full-time Positions	111.00	111.00	111.00	97.00	
Total Department Part-time Positions (in FTE's)	1.92	1.92	1.92	1.44	
TOTAL DEPARTMENT	<u>112.92</u>	<u>112.92</u>	<u>112.92</u>	<u>98.44</u>	

* Position authorized, but unfunded

** Partially funded for FY10-11

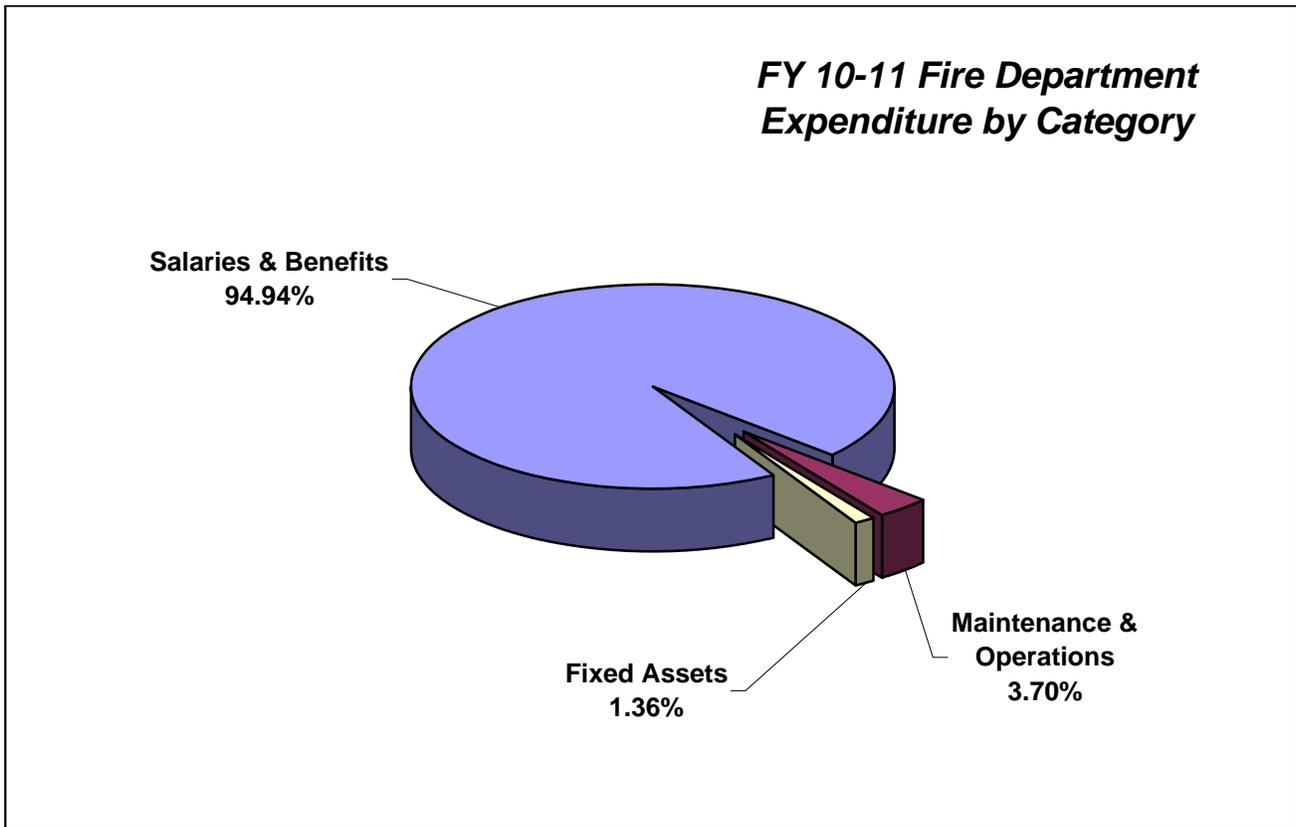
**FIRE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Expenditure by Division:</u>					
Fire Administration - 16100	\$ 1,908,961	\$ 2,851,983	\$ 1,998,971	\$ 1,522,806	-23.82%
Fire Operations/EMS - 16200	18,696,679	19,195,160	17,281,822	17,471,600	1.10%
Fire Prevention - 16300	926,340	855,883	812,458	408,999	-49.66%
Total Expenditures	\$ 21,531,981	\$ 22,903,026	\$ 20,093,251	\$ 19,403,404	-3.43%



**FIRE DEPARTMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 19,939,537	\$ 20,955,348	\$ 19,093,134	\$ 18,422,857	-3.51%
Maintenance & Operations	1,521,524	1,845,596	1,000,117	717,607	-28.25%
Fixed Assets	70,919	102,082	-	262,940	0.00%
Total Expenditures	\$ 21,531,981	\$ 22,903,026	\$ 20,093,251	\$ 19,403,404	-3.43%



	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 21,521,059	\$ 22,899,325	\$ 20,088,251	\$ 19,398,404	99.97%
Prop. 172 Fund - 202	10,922	3,701	5,000	5,000	0.03%
Total Funding Sources	\$ 21,531,981	\$ 22,903,026	\$ 20,093,251	\$ 19,403,404	100.00%

CITY OF COSTA MESA, CALIFORNIA

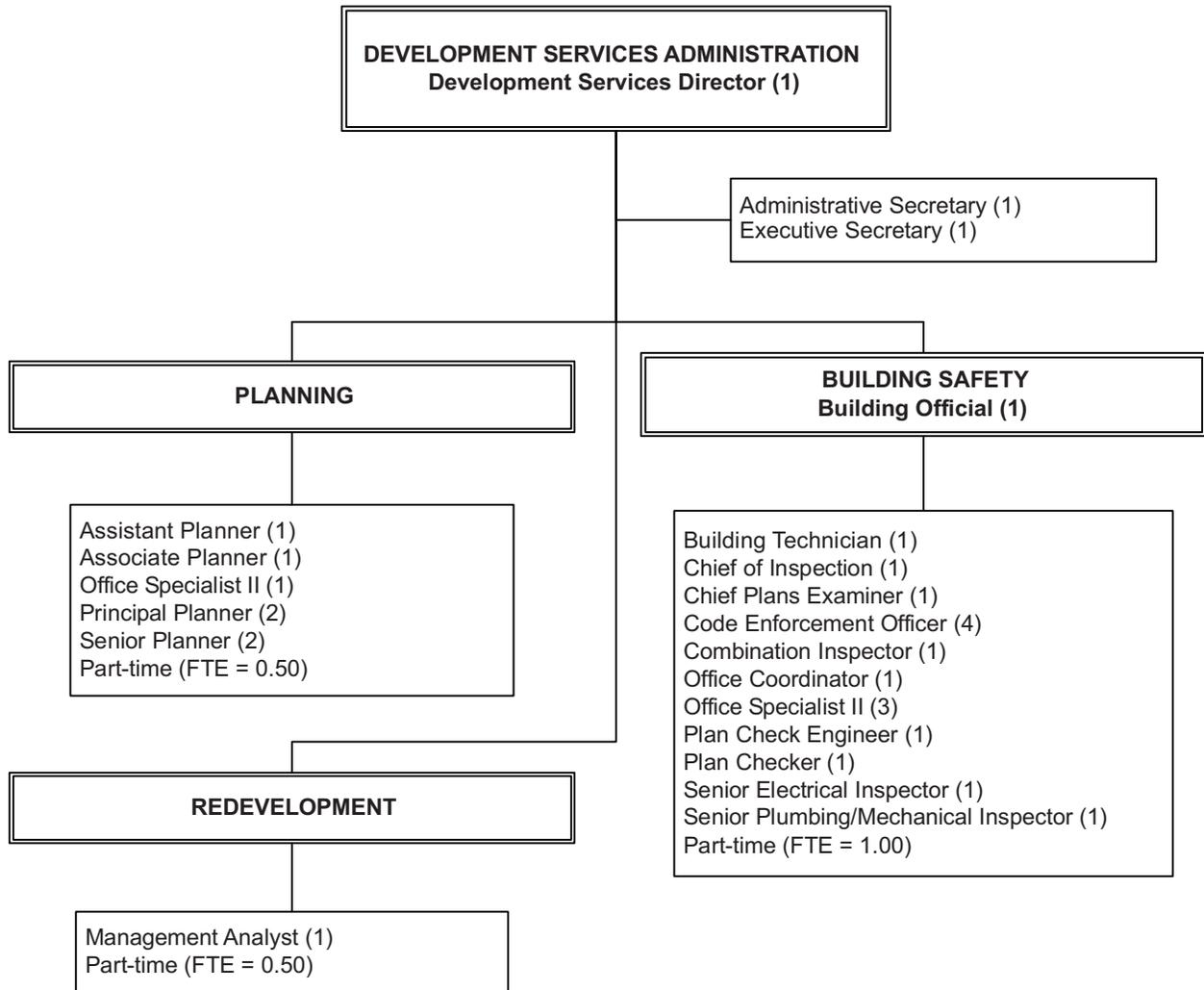
FIRE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
Regular Salaries - Sworn	501100	\$ 9,229,741	\$ 9,658,142	\$ 9,791,913	\$ 8,705,311	-11%
Regular Salaries - Non Sworn	501200	593,719	1,021,469	607,110	499,428	-18%
Regular Salaries - Part time	501300	58,025	50,132	59,632	50,130	-16%
Overtime	501400	3,456,500	3,092,050	1,171,873	2,102,000	79%
Accrual Payoff - Excess Maximum	501500	58,451	40,370	56,860	37,460	-34%
Vacation/Comp. Time Cash Out	501600	35,428	26,347	39,335	20,885	-47%
Holiday Allowance	501700	388,046	515,560	433,841	396,947	-9%
Separation Pay-Off	501800	86,580	36,286	-	-	0%
Other Compensation	501900	429,265	473,038	592,003	564,399	-5%
Cafeteria Plan	505100	791,839	819,154	829,746	693,048	-16%
Medicare	505200	157,158	170,919	153,848	168,351	9%
Retirement	505300	3,840,742	4,252,215	4,225,250	4,485,771	6%
Longevity	505400	27,596	12,054	5,448	2,304	-58%
Professional Development	505500	87,219	98,089	41,288	71,948	74%
Clothing Allowance	505700	-	-	-	500	0%
Unemployment	505800	9,960	10,037	10,271	10,399	1%
Workers' Compensation	505900	584,473	573,968	606,760	522,354	-14%
Employer Contr.Retirees' Med.	506100	104,797	105,515	467,956	91,623	-80%
Subtotal Salaries & Benefits		\$ 19,939,537	\$ 20,955,348	\$ 19,093,134	\$ 18,422,857	-4%
Stationery and Office	510100	\$ 11,544	\$ 11,972	\$ 11,700	\$ 12,000	3%
Multi-Media, Promotions and Subs	510200	34,288	28,989	35,756	38,501	8%
Small Tools and Equipment	510300	92,016	101,710	59,700	82,660	38%
Uniform & Clothing	510400	155,733	109,108	148,000	161,352	9%
Safety and Health	510500	156,351	140,890	148,205	155,430	5%
Maintenance & Construction	510600	29,411	30,697	32,500	32,500	0%
Fuel	510800	274	245	1,600	600	-63%
Waste Disposal	515700	1,788	1,082	2,000	2,000	0%
Janitorial and Housekeeping	515800	6,607	8,118	6,500	6,500	0%
Postage	520100	2,058	1,614	2,450	2,450	0%
Advertising and Public Info.	520300	231	-	250	250	0%
Telephone/Radio/Communications	520400	16,723	22,951	18,040	17,500	-3%
Meetings & Conferences	520500	454	1,492	-	-	0%
Mileage Reimbursement	520600	827	2,583	-	-	0%
Buildings and Structures	525100	-	5,387	5,000	5,000	0%
Office Furniture	525600	-	-	-	1,000	0%
Office Equipment	525700	1,872	1,361	2,400	2,400	0%
Other Equipment	525800	11,040	15,629	19,200	13,540	-29%
Consulting	530200	126,477	118,870	119,000	119,760	1%
Medical and Health Inspection	530600	30	-	-	-	0%
Central Services	535800	6,216	8,346	14,800	14,800	0%
Internal Rent - Maint. Charges	536100	259,428	274,122	318,635	-	-100%
Internal Rent - Repl.Cost	536200	555,932	905,413	-	-	0%
General Liability	540100	42,670	44,886	45,781	39,764	-13%
Taxes & Assessments	540700	8,577	9,424	8,600	9,600	12%
Other Costs	540900	978	704	-	-	0%
Subtotal Maintenance & Operations		\$ 1,521,524	\$ 1,845,596	\$ 1,000,117	\$ 717,607	-28%
Office Furniture	590600	\$ -	\$ -	\$ -	\$ 31,000	0%
Office Equipment	590700	-	-	-	2,800	0%
Other Equipment	590800	70,919	102,082	-	229,140	0%
Subtotal Fixed Assets		\$ 70,919	\$ 102,082	\$ -	\$ 262,940	0%
Total Expenditures		\$ 21,531,981	\$ 22,903,026	\$ 20,093,251	\$ 19,403,404	-3%

FIRE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<i>FIRE ADMINISTRATION - 16100</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 1,670,068	\$ 1,740,172	\$ 1,749,425	\$ 1,253,331	-28%
Maintenance & Operations	100,976	120,155	110,173	92,949	-16%
Fixed Assets	-	43,825	-	33,800	0%
<i>Subtotal Administration</i>	<u>\$ 1,771,044</u>	<u>\$ 1,904,152</u>	<u>\$ 1,859,598</u>	<u>\$ 1,380,080</u>	<u>-26%</u>
<u>Emergency Medical Aid - 10230</u>					
Salaries & Benefits	\$ 137,918	\$ 817,195	\$ 138,310	\$ 142,725	3%
Maintenance & Operations	-	130,636	1,063	-	-100%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Emergency Medical Aid</i>	<u>\$ 137,918</u>	<u>\$ 947,830</u>	<u>\$ 139,373</u>	<u>\$ 142,725</u>	<u>2%</u>
<i>FIRE OPERATIONS/EMS - 16200</i>					
<u>Response & Control - 10210</u>					
Salaries & Benefits	\$ 16,727,867	\$ 17,549,096	\$ 15,893,105	\$ 16,050,404	1%
Maintenance & Operations	1,151,265	1,445,048	635,698	398,232	-37%
Fixed Assets	63,936	58,257	-	-	0%
<i>Subtotal Response & Control</i>	<u>\$ 17,943,069</u>	<u>\$ 19,052,401</u>	<u>\$ 16,528,803</u>	<u>\$ 16,448,636</u>	<u>0%</u>
<u>Emergency Medical Aid - 10230</u>					
Salaries & Benefits	\$ 629,414	\$ 142,759	\$ 627,073	\$ 683,443	9%
Maintenance & Operations	117,213	-	125,946	110,381	-12%
Fixed Assets	6,983	-	-	229,140	0%
<i>Subtotal Emergency Medical Aid</i>	<u>\$ 753,610</u>	<u>\$ 142,759</u>	<u>\$ 753,019</u>	<u>\$ 1,022,964</u>	<u>36%</u>
<i>FIRE PREVENTION - 16300</i>					
<u>Fire Prevention - 10220</u>					
Salaries & Benefits	\$ 774,270	\$ 706,127	\$ 685,221	\$ 292,954	-57%
Maintenance & Operations	152,070	149,756	127,237	116,045	-9%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Fire Prevention</i>	<u>\$ 926,340</u>	<u>\$ 855,883</u>	<u>\$ 812,458</u>	<u>\$ 408,999</u>	<u>-50%</u>
Total Expenditures	<u>\$ 21,531,981</u>	<u>\$ 22,903,026</u>	<u>\$ 20,093,251</u>	<u>\$ 19,403,404</u>	<u>-3%</u>





DEVELOPMENT SERVICES DEPARTMENT

The Development Services Department is a Community Health and Environment function. The Department has 28 full-time positions composed of two management and 26 supervisory/professional/clerical positions. The Department is comprised of four divisions and each division is split into different programs. The four divisions are as follows:

- * ***Administration***
- * ***Planning***
- * ***Building Safety***
- * ***Redevelopment***

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, and Redevelopment Agency.

PLANNING - 18200

Planning - 20320

Provides a variety of information and advisory services to City decision-makers and the public related to the community's growth, development, and redevelopment; also provides staff support to City Council, Planning Commission, and Council-appointed committees.

The Planning Division provides comprehensive planning services in both advance and current planning. Advance Planning functions involve General Plan amendments, rezones, ordinance preparation, environmental review, urban plan preparation, socio-economic data collection and analysis, and Federal Flood Insurance Program implementation.

Current Planning functions relate to interpretation of City Council policies, the Zoning Code, and State and Federal laws. This is accomplished by providing land use information to developers, property owners and citizens, and processing development applications and plans.

Planning Commission - 20360

Provides staff support to the Planning Commission, a five-member advisory board to the City Council on land use and community development issues and applications.

BUILDING SAFETY - 18300

Code Enforcement - 20350

Enforces the Costa Mesa Municipal Codes on private property related to land use, building construction, building occupancy, private property maintenance, and signage. Such enforcement may be the result of citizen complaints, or may be proactive/self-initiated by Code Enforcement Officers, while patrolling seven days a week.

Building Safety - 20410

Provides local enforcement of mandatory State building codes and standards, uniform codes; and municipal ordinances related to the construction, modification, use, and occupancy of private and public buildings and properties; enforces municipal codes relating to land use and property maintenance; provides a variety of daily services related to private or public buildings and structures including: plan check for new construction and modification of existing structures; inspection of building construction activities for compliance with applicable State and local codes; damage assessment; and evaluation and determination of building safety following a major disaster, such as an earthquake.

REDEVELOPMENT - 11400

Redevelopment Administration - 60100

Provides support to the Redevelopment Agency. The Agency's purpose is to improve the physical conditions of properties within the Downtown Redevelopment Project Area.

DEVELOPMENT SERVICES DEPARTMENT

BUDGET NARRATIVE –

The FY 10-11 adopted budget for the Development Services Department totals \$3.3 million, decrease of \$1.3 or -28.15% compared to the FY 09-10 adopted budget. The decrease is largely due to the reduction of 15 full time positions. The eliminated positions include: Chief of Code Enforcement, four (4) Code Enforcement Officers, two (2) Building Inspectors, two (2) Office Specialist II, one (1) Chief Plans Examiner, one (1) Combination Inspector, one (1) Plan Check Engineer, Building Technician, Assistant Planner, and Permit Processing Specialist. Other reductions include elimination of the shopping cart retrieval contract and many miscellaneous maintenance and operational accounts.

PRIOR YEAR'S ACCOMPLISHMENTS

- Completed building inspections and project management for the Police Department expansion, as well as the five-story parking structure for the Plaza Residences at 1903 Newport Boulevard; the Bristol Park Medical Office building at 722 Baker Street; and a \$2 million renovation for the ABC Bus Company at 1485 Dale Way.
- Completed building inspections and project management for several key tenants at South Coast Plaza such as: An Qui, Charlie Palmer, Louis Vuitton, Maggiano's, Henri Bendel, Hermes, Sur La Table, etc.
- Plan reviewed and inspected the 106kW photovoltaic system installation at the NCC and DRC. The 1,500 solar panels will generate 65% of the NCC electrical use and save 5% in power cost. This is the first municipal solar Power Purchase Agreement project approved by Southern California Edison.
- Department Building Official was awarded the 2009 Environmental Hero by Southern California Edison.
- Sponsored and hosted the Build It Green training seminar at the Neighborhood Community Center whereby 7 City employees were certified as Green Building Professionals.
- Department Building Official, representing the City, is a member of the joint Cities/Orange County committee in implementing AB 811 (Solar Financing).
- Plan reviewed and completed building inspections on the first single family dwelling in Orange County to be Leadership in Energy and Environment Design (LEED-H) Platinum certified by the United States Green Building Council (USGBC).
- Completed the abatement of the public nuisance conditions at 2256-58 Orange Avenue.
- Worked with the California Building Officials Association to move the Statewide Education week from Ontario to the Hilton Costa Mesa in 2010.
- Initiated Federal Recovery Zone Economic Development Bonds for potential acquisition of the Orange County Fairgrounds in a joint-venture effort with the County of Orange given the City's allocation in the amount of \$2.57 Million.
- Initiated Federal Recovery Zone Facility Bonds in the allocated amount of \$3.85 Million for assistance to South Coast Auto Plaza Cadillac Dealership and Triangle Square for improvements to their facilities.
- Awarded 2009 Outstanding Planning Award for Freedom Homes Prototype Plans by the Cal APA – Orange Section.
- Prepared General Plan Amendment and Ballot Initiative Ordinance to help retain the Orange County Fairgrounds in Costa Mesa.
- Development Services Director and Planning Administrator completed two full terms as Director and Vice Director of California APA – Orange Section in 2009.
- Plans reviewed and processed for major renovations at The Crossing Church and Vineyard Church.
- Renovation work completed at Courtyard Center and Harbor Place.
- The Urban Land Institute (ULI) held its Annual Review Meeting at Costa Mesa City Hall in November 2009.
- Agency staff prepared Redevelopment Agency's Five-Year Implementation Plan for the period of 2010-2014.
- Redevelopment Agency improvement projects were completed at Fire Station No. 3 and the Westside Police Substation.

DEVELOPMENT SERVICES DEPARTMENT

GOALS

Provide the citizens and public decision-makers with the highest level of customer service related to the long-term growth, development, and redevelopment of the community.

OBJECTIVES

- Complete and distribute the Planning Commission agenda and staff reports at a minimum of 10 days prior to the meeting date.
- Complete and distribute Planning Commission minutes no later than the Thursday preceding the next meeting.
- Notify applicants and authorized agents of Planning Commission and Zoning Administrator actions within five working days of the meeting.
- Archive and digitize all Planning records five years and older.
- Issue over-the-counter plan reviews within five working days of submittal.
- Complete minor plan reviews within five working days of submittal.
- Review projects up to \$1 million valuation within 15 working days of submittal.
- Plan review all projects with \$1 million or more valuation within 20 working days of submittal.
- Respond to requests for inspections for all phases of new construction requiring a building permit within 24 hours.
- Respond to citizen complaints within one working day from receipt of complaint.
- Conduct property maintenance observations at least once per year for all the properties in the City.
- Provide staff support and assistance to citizens, City Manager’s office, Council-appointed committees Planning Commission, and City Council.

<u>Planning</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY10-11 Adopted</u>
Workload Indicators (WL):			
Planning Commission minutes prepared	23	23	12
Number of phone calls to Planning per day (average)	*	30	20
Number of counter contacts to Planning counter per day (average)	*	25	25
General Plan Amendments/Rezoning/Zoning Code amendments processed	11	4	1
Planning Actions, Zoning Administrator, and Development Review Applications processed	175	125	75
Applicants notified within 5 working days of meeting	125	175	125
Number of minor plan checks reviewed for zoning compliance	*	*	300
Number of New Business Licenses reviewed for zoning compliance	*	*	2,600
Percentage of Planning Commission minutes prepared by next meeting	95%	95%	100%
Wait time at counter less than 15 minutes	*	90%	90%
Percentage of sign permits reviewed and issued within 3 working days	*	90%	90%
Percentage of certification of final EIR within 1 year of completed application	100%	100%	100%
Percentage of certification of mitigated negative declaration within 9 months of completed application	90%	90%	100%
Percentage of minor plan checks reviewed for zoning compliance Within 5 working days	*	*	90%

DEVELOPMENT SERVICES DEPARTMENT

	FY 08-09 Actual	FY 09-10 Adopted	FY10-11 Adopted
Planning (Continued)			
Performance Measures (PM):			
Percentage of Planning Commission minutes prepared by next meeting	95%	95%	100%
Wait time at counter less than 15 minutes	*	90%	90%
Percentage of sign permits reviewed and issued within 3 working days	*	90%	90%
Percentage of certification of final EIR within 1 year of completed application	100%	100%	100%
Percentage of certification of mitigated negative declaration within 9 months of completed application	90%	90%	100%
Percentage of minor plan checks reviewed for zoning compliance Within 5 working days	*	*	90%
Building Safety			
Workload Indicators (WL):			
Number of calls to general building lines per day	42	40	40
Minor plan checks reviewed	298	500	300
Moderate plan check projects (less than \$1M) reviewed	388	600	600
Major plan check projects (greater than \$1M) reviewed	7	10	15
Inspection requests received	21,026	15,000	15,000
Building permits finalized	3,374	3,000	2,800
Building and Code Enforcement complaints received/observed/inspecting	12,149	20,000	15,000
Number of Code Violations cleared	18,231	20,000	15,000
Number of Business License Inspections	*	*	1,250
Performance Measures (PM):			
Wait time at counter less than 20 minutes	90%	90%	80%
Trade permits issued within 20 minutes of application	90%	90%	90%
Percentage of minor plan checks reviewed within 5 working days	90%	90%	50%
Percentage of moderate plan check projects reviewed within 15 days	85%	85%	90%
Percentage of major plan check projects reviewed within 20 days	90%	85%	95%
Inspection requests performed within 24 hours	99%	99%	95%
Building and Code Enforcement complaint response within 2 working days	95%	95%	90%

* new item, prior year's data not available

**DEVELOPMENT SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
<u>Development Svcs Admin - 18100</u>				
Development Services Director	0.80	0.75	0.75	0.75
Administrative Secretary	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	<u>2.80</u>	<u>2.75</u>	<u>2.75</u>	<u>2.75</u>
Total Development Svcs Admin Full-time Positions	2.80	2.75	2.75	2.75
<u>Planning - 18200</u>				
Assistant Development Services Director	1.00	1.00	1.00	-
Assistant Planner	2.00	2.00	2.00	0.97
Associate Planner	1.00	1.00	1.00	0.97
Management Analyst	0.50	0.40	0.40	0.40
Office Specialist II	2.00	2.00	2.00	1.00
Principal Planner	2.00	2.00	2.00	1.72
Senior Planner	2.00	2.00	2.00	1.94
<i>Subtotal Planning - 20320</i>	<u>10.50</u>	<u>10.40</u>	<u>10.40</u>	<u>7.00</u>
Total Planning Full-time Positions	10.50	10.40	10.40	7.00
Total Planning Part-time Positions (in FTE's)	1.00	1.00	0.50	0.50
<u>Redevelopment - 11400</u>				
Development Services Director	0.20	0.25	0.25	0.25
Assistant Planner	-	-	-	0.03
Associate Planner	-	-	-	0.03
Building Official	-	-	-	0.13
Building Technician	-	-	-	0.03
Chief of Inspection	-	-	-	0.03
Combination Inspector	-	-	-	0.03
Chief of Inspection	-	-	-	0.03
Combination Inspector	-	-	-	0.03
Principal Planner	-	-	-	0.28
Management Analyst	0.50	0.60	0.60	0.60
Senior Electrical Inspector	-	-	-	0.03
Senior Planner	-	-	-	0.06
Senior Plumbing/Mechanical Inspector	-	-	-	0.03
<i>Subtotal Redevelopment Admin - 60100</i>	<u>0.70</u>	<u>0.85</u>	<u>0.85</u>	<u>1.59</u>
Total Redevelopment Full-time Positions	0.70	0.85	0.85	1.59
Total Redevelopment Part-time Positions (in FTE's)	-	-	-	0.50
<u>Building Safety - 18300</u>				
Chief of Code Enforcement	1.00	1.00	1.00	-
Code Enforcement Officer	8.00	8.00	8.00	4.00
Office Specialist II	3.00	3.00	3.00	3.00
<i>Subtotal Code Enforcement - 20350</i>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>7.00</u>



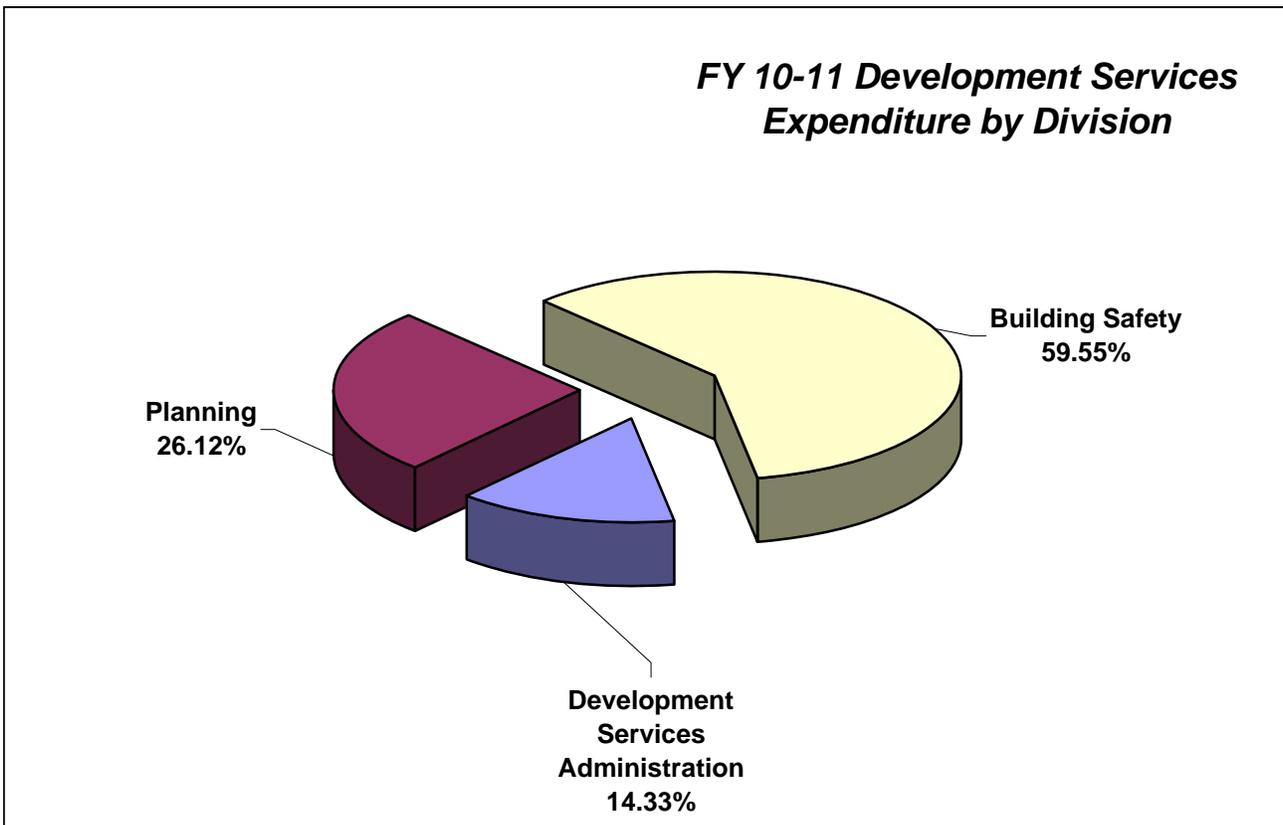
**DEVELOPMENT SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
Building Safety - 18300 (continued):				
Building Official	1.00	1.00	1.00	0.87
Building Inspector	2.00	2.00	2.00	-
Building Technician	1.00	1.00	1.00	-
Building Technician II	1.00	1.00	1.00	0.97
Chief of Inspection	1.00	1.00	1.00	0.97
Chief Plans Examiner	1.00	1.00	1.00	1.00 **
Combination Inspector	2.00	2.00	2.00	0.97
Office Coordinator	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	-
Permit Processing Specialist	1.00	1.00	1.00	-
Plan Check Engineer	2.00	2.00	2.00	0.97
Plan Checker	1.00	1.00	1.00	0.97
Senior Electrical Inspector	1.00	1.00	1.00	0.97
Senior Plumbing/Mechanical Inspector	1.00	1.00	1.00	0.97
<i>Subtotal Building Safety - 20410</i>	<u>17.00</u>	<u>17.00</u>	<u>17.00</u>	<u>9.66</u>
Total Building Safety Full-time Positions	29.00	29.00	29.00	16.66
Total Building Safety Part-time Positions (in FTE's)	1.00	1.00	1.00	1.00
Total Department Full-time Positions	43.00	43.00	43.00	28.00
Total Department Part-time Positions (in FTE's)	2.00	2.00	1.50	2.00
TOTAL DEPARTMENT	<u>45.00</u>	<u>45.00</u>	<u>44.50</u>	<u>30.00</u>

** Partially funded for FY10-11

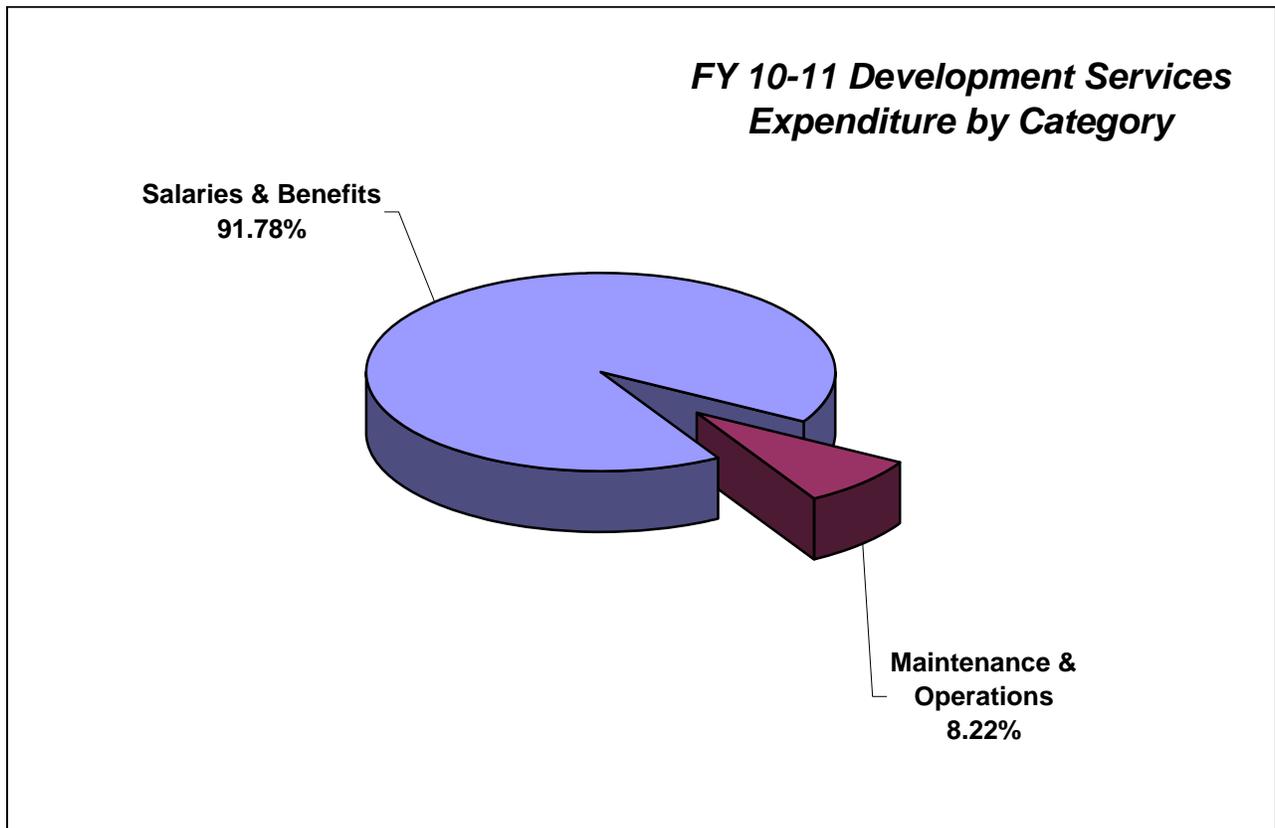
**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Expenditure by Division:</u>					
Dev. Svcs. Admin. - 18100	\$ 530,570	\$ 531,264	\$ 522,589	\$ 472,174	-9.65%
Planning - 18200	1,327,063	1,142,120	1,156,537	860,350	-25.61%
Building Safety - 18300	3,311,808	3,135,118	2,905,678	1,961,646	-32.49%
Total Expenditures	\$ 5,169,441	\$ 4,808,502	\$ 4,584,805	\$ 3,294,170	-28.15%



**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 4,509,312	\$ 4,333,515	\$ 4,188,485	\$ 3,023,255	-27.82%
Maintenance & Operations	595,905	411,207	396,319	270,915	-31.64%
Fixed Assets	64,224	63,780	-	-	-
Total Expenditures	\$ 5,169,441	\$ 4,808,502	\$ 4,584,804	\$ 3,294,170	-28.15%



	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 4,887,320	\$ 4,519,390	\$ 4,283,751	\$ 2,934,892	89.09%
CDBG Fund - 207	282,121	289,113	301,053	359,278	10.91%
Total Funding Sources	\$ 5,169,441	\$ 4,808,502	\$ 4,584,804	\$ 3,294,170	100.00%

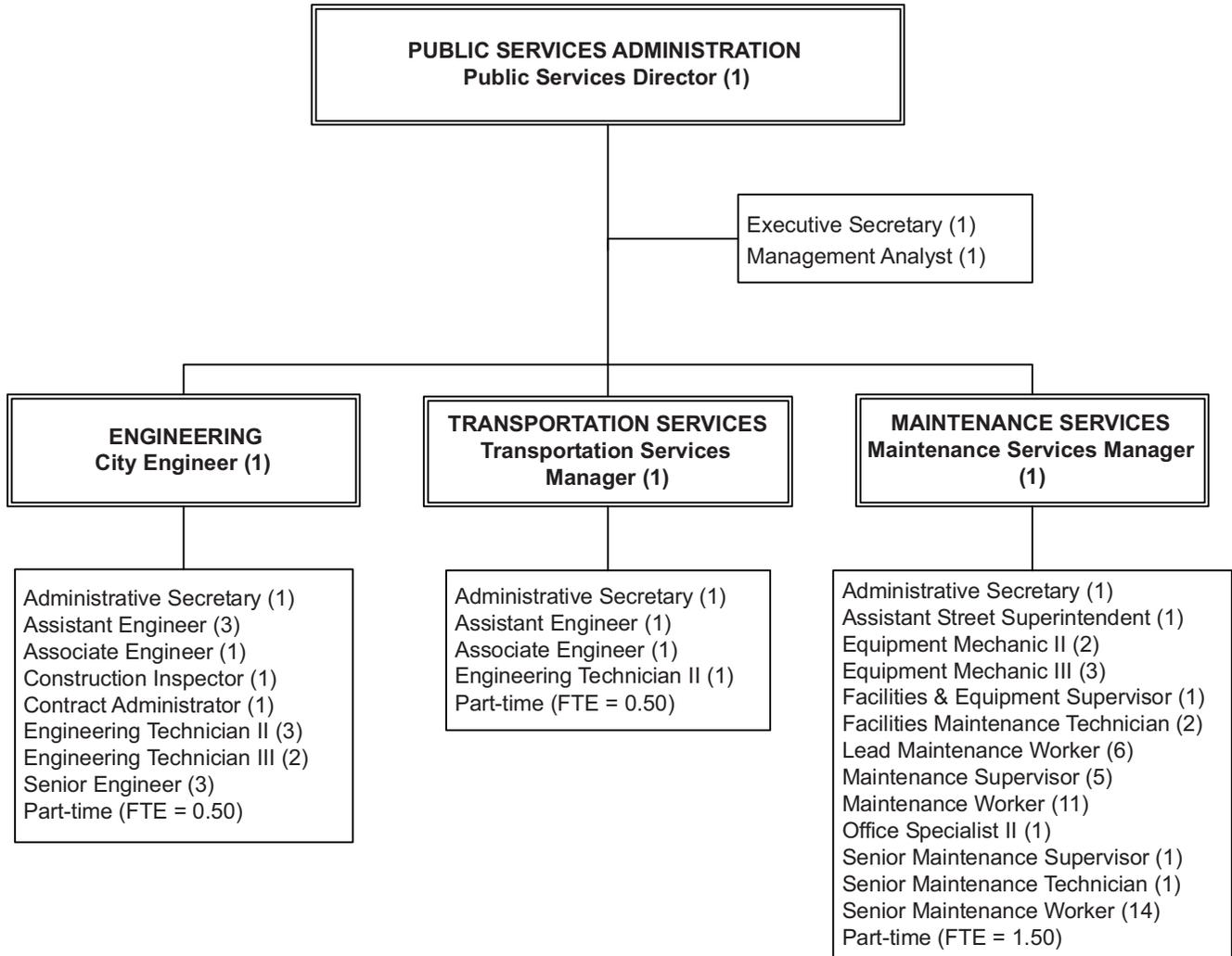
DEVELOPMENT SERVICES DEPARTMENT EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 3,020,851	\$ 2,970,879	\$ 2,872,370	\$ 2,100,838	-27%
Regular Salaries - Part time	501300	119,057	70,613	59,686	60,756	2%
Overtime	501400	52,641	20,522	22,500	2,750	-88%
Accrual Payoff - Excess Maximum	501500	28,276	12,578	1,500	1,500	0%
Vacation/Comp. Time Cash Out	501600	15,108	8,737	2,000	2,000	0%
Holiday Allowance	501700	6,890	12,584	600	800	33%
Separation Pay-Off	501800	26,732	48,425	-	-	0%
Other Compensation	501900	28,522	24,937	24,102	19,704	-18%
Cafeteria Plan	505100	368,917	361,947	378,435	261,621	-31%
Medicare	505200	44,563	42,214	38,864	30,498	-22%
Retirement	505300	633,685	610,580	555,366	436,817	-21%
Professional Development	505500	48,269	29,812	11,652	8,040	-31%
Auto Allowance	505600	3,235	3,673	4,800	-	-100%
Unemployment	505800	2,736	2,759	3,271	2,873	-12%
Workers' Compensation	505900	79,682	84,098	84,083	74,050	-12%
Employer Contr.Retirees' Med.	506100	30,148	29,159	129,257	21,008	-84%
Subtotal Salaries & Benefits		\$ 4,509,312	\$ 4,333,515	\$ 4,188,486	\$ 3,023,255	-28%
Stationery and Office	510100	\$ 19,810	\$ 19,754	\$ 18,100	\$ 16,000	-12%
Multi-Media, Promotions and Subs	510200	45,782	11,461	21,300	9,050	-58%
Small Tools and Equipment	510300	17,118	7,998	16,150	9,000	-44%
Uniform & Clothing	510400	2,490	920	4,500	2,000	-56%
Postage	520100	10,610	7,330	11,000	8,000	-27%
Legal Advertising/Filing Fees	520200	5,247	4,327	9,500	4,000	-58%
Telephone/Radio/Communications	520400	12,666	12,093	12,500	7,500	-40%
Mileage Reimbursement	520600	212	140	1,350	400	-70%
Board Member Fees	520800	24,000	24,000	24,000	24,000	0%
Office Furniture	525600	-	-	1,100	-	-100%
Office Equipment	525700	78	2,827	1,600	200	-88%
Other Equipment	525800	3,703	524	100	-	-100%
Employment	530100	82,814	3,217	15,000	5,000	-67%
Consulting	530200	116,247	53,795	53,000	5,000	-91%
Engineering and Architectural	530400	101,190	114,301	76,000	100,000	32%
Grants, Loans and Subsidies	535500	-	-	17,199	-	-100%
Central Services	535800	24,391	18,807	30,000	25,000	-17%
Internal Rent - Maint. Charges	536100	45,945	48,180	61,029	16,270	-73%
Internal Rent - Repl.Cost	536200	39,744	59,076	-	21,951	0%
General Liability	540100	43,856	22,443	22,891	17,544	-23%
Other Costs	540900	3	13	-	-	0%
Subtotal Maintenance & Operations		\$ 595,905	\$ 411,207	\$ 396,319	\$ 270,915	-32%
Office Equipment	590700	\$ 2,960	\$ -	\$ -	\$ -	0%
Other Equipment	590800	61,264	63,780	-	-	0%
Subtotal Fixed Assets		\$ 64,224	\$ 63,780	\$ -	\$ -	0%
Total Expenditures		\$ 5,169,441	\$ 4,808,502	\$ 4,584,805	\$ 3,294,170	-28%

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 07-08</u> Actual	<u>FY 08-09</u> Actual	<u>FY 09-10</u> Adopted	<u>FY 10-11</u> Adopted	<u>Percent</u> <u>Change</u>
<i>DEVELOPMENT SERVICES ADMINISTRATION - 18100</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 444,158	\$ 477,409	\$ 441,570	\$ 416,773	-6%
Maintenance & Operations	86,412	53,855	81,019	55,401	-32%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	<u>\$ 530,570</u>	<u>\$ 531,264</u>	<u>\$ 522,589</u>	<u>\$ 472,174</u>	<u>-10%</u>
<i>PLANNING - 18200</i>					
<u>Planning - 20320</u>					
Salaries & Benefits	\$ 1,155,213	\$ 1,099,146	\$ 1,111,837	\$ 822,450	-26%
Maintenance & Operations	138,698	12,811	20,100	13,300	-34%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Planning</i>	<u>\$ 1,293,911</u>	<u>\$ 1,111,957</u>	<u>\$ 1,131,937</u>	<u>\$ 835,750</u>	<u>-26%</u>
<u>Planning Commission - 20360</u>					
Salaries & Benefits	\$ 9,152	\$ 6,163	\$ 600	\$ 600	0%
Maintenance & Operations	24,000	24,000	24,000	24,000	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Planning Commission</i>	<u>\$ 33,152</u>	<u>\$ 30,163</u>	<u>\$ 24,600</u>	<u>\$ 24,600</u>	<u>0%</u>
<i>BUILDING SAFETY - 18300</i>					
<u>Code Enforcement - 20350</u>					
Salaries & Benefits	\$ 1,008,048	\$ 1,098,790	\$ 1,120,098	\$ 662,046	-41%
Maintenance & Operations	46,736	57,513	55,185	41,214	-25%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Code Enforcement</i>	<u>\$ 1,054,784</u>	<u>\$ 1,156,303</u>	<u>\$ 1,175,283</u>	<u>\$ 703,260</u>	<u>-40%</u>
<u>Building Safety - 20410</u>					
Salaries & Benefits	\$ 1,892,740	\$ 1,652,007	\$ 1,514,380	\$ 1,121,386	-26%
Maintenance & Operations	300,059	263,028	216,015	137,000	-37%
Fixed Assets	64,224	63,780	-	-	0%
<i>Subtotal Building Safety</i>	<u>\$ 2,257,023</u>	<u>\$ 1,978,815</u>	<u>\$ 1,730,395</u>	<u>\$ 1,258,386</u>	<u>-27%</u>
Total Expenditures	<u>\$ 5,169,441</u>	<u>\$ 4,808,502</u>	<u>\$ 4,584,805</u>	<u>\$ 3,294,170</u>	<u>-28%</u>





PUBLIC SERVICES DEPARTMENT

The Public Services Department provides services related to transportation, engineering, street and park maintenance, public health, water quality, waste, and recycling.

The Department has 74 full-time staff members, composed of four management and 70 supervisory/technical/clerical positions. Part-time staffing consists of 2.50 full-time equivalents. The Department is comprised of four Divisions, which are structured by programs. The four Divisions are as follows:

- * ***Public Services Administration***
- * ***Engineering***
- * ***Transportation Services***
- * ***Maintenance Services***

PUBLIC SERVICES ADMINISTRATION - 19100

Public Services Administration - 50001

Public Services Administration provides the overall direction and coordination of the Department that includes four divisions and 76 full and part time employees. Administrative management is responsible for developing the budget, managing personnel, securing and implementing grant programs and providing commercial waste and recycling services. Public Services Administration also oversees the operation and conduct of the Parks and Recreation Commission and manages the development of Fairview Park.

Recycling - 20230

Implements and monitors the City's compliance to the Integrated Waste Management Act of 1989 for the commercial and multi-family sectors of Costa Mesa. Administers the Franchise Permit Hauling Program and manages the City's recycling programs including the Used Oil Grant, Beverage Container Grant and AB 939 Sharps and Fluorescents Grant.

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 Right-of-Way, the design and development of all parks and open space facilities, and the administration of Water Quality Regulations. The Engineering Division is organized into seven sections.

Construction Management - 50002

Administers construction contracts. Manages and inspects construction activities and projects in the public right-of-way, City-owned buildings, and facilities. Manages the construction and implementation of the City's Capital Improvement Program. Administers compliance with Federal and State Labor Laws including Prevailing Wage Regulations, Disadvantaged Business Participation, Equal Opportunity Employment Practices, and Public Contract Laws.

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 Water Quality Act as it relates to City draining into the Santa Ana River and the Newport Bay. Prepares City's Annual Program Effectiveness Assessment (PES) and coordinates compliance with Newport Bay Total Maximum Daily Load (TMDL) regulations.

PUBLIC SERVICES DEPARTMENT

Street Design - 30112

Prepares the design plans and writes specifications for construction and maintenance of City Capital Improvement Projects. Administers the Pavement Management System. Administers design consultant contracts. Reviews and approves engineering submittals, including improvement plans, material reports, utility work, engineering estimates, and ADA accessibility. Secures street improvement competitive grant funding

Storm Drain Improvements - 30122

Designs and manages the construction of the City's Storm Drain System (approximately 42 miles of storm drain), as it relates to the implementation of Master Drainage Plan.

Development Review – 30310

Conducts development review of private development submittals. Permits work in the public right-of-way. Identifies development conditions for Planning Commission hearings. Administers Subdivision Map Act Requirements. Provides staff support to the Planning Commission.

Real Estate – 30320

Responsible for land acquisition, vacation, and abandonment of right-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 Open Space Master Plan and Master Plan of Parks and Recreation. Secures park and open space development grants.

TRANSPORTATION SERVICES - 19300

The Transportation Services Division is responsible for the operation and maintenance of transportation infrastructure in the City, implementation of the General Plan Circulation Element, and transportation planning activities within the City. Administers programs and projects to promote the 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. Transportation Services includes the following two programs:

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 traffic model. Participates and monitors development projects. Administers the City's Trip Fee Program. Coordinates with other agencies on transportation-related activities and manages City's bus shelter contract.

Traffic Operations - 30241

Maintains, operates, and updates the automated traffic controls, traffic signals, closed circuit television (CCTV) system, traffic control devices, and streetlights in the City. Manages the City's overall traffic flow/movement through signal coordination and a centralized traffic operations center. Designs and implements traffic operations improvements such as radar speed feedback signs and in-pavement flashing crosswalks.

PUBLIC SERVICES DEPARTMENT

MAINTENANCE SERVICES - 19500

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

Maintenance Services Administration - 50001

Provides direction and coordination of the programs listed below. Provides staff support to the Parks & Recreation Commission.

Parkway & Median Maintenance - 20111

Maintains 12 acres of landscaped street medians and approximately 20,390 parkway trees.

Street Cleaning - 20120

Sweeps and cleans approximately 400 miles of curb lanes in the City.

Graffiti Abatement - 20130

Removes graffiti in the public right-of-way, in public parks, in or on City-owned facilities, and on private structures where graffiti is visible from the public right-of-way.

Street Maintenance - 30111

Maintains approximately 525 lane miles of streets, 14 miles of City alleys, and miscellaneous easements.

Storm Drain Maintenance - 30121

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

Signs & Markings - 30243

Installs and maintains traffic signs and pavement markings in the City.

Park Maintenance - 40111

Maintains the City's 30 parks and related facilities.

Facility Maintenance - 50910

Maintains and repairs 22 City-owned buildings, including those leased to outside agencies. Administers and supervises contract services required for maintaining City facilities.

Fleet Services - 50920

Maintains and repairs 315 City vehicles and equipment, as well as a variety of off-the-road equipment required by various City departments.

PUBLIC SERVICES DEPARTMENT

BUDGET NARRATIVE –

The FY 2010-11 adopted budget for the Public Services Department totals \$15.6 million, a decrease of \$2.7 million or -14.77% compared to the FY 09-10 adopted budget. The decrease is largely due to the elimination of 25 full time positions. Those positions include: two (2) Assistant Engineers, one (1) Associate Engineer, one (1) Engineering Technician III, one (1) Engineering Technician II, one (1) Office Specialist I, Chief of Construction Inspection, one (1) Construction Inspector, two (2) Lead Maintenance Workers, four (4) Senior Maintenance Workers, nine (9) Maintenance Workers, one (1) Facility Maintenance Technician, one (1) Equipment Mechanic.

Other reductions include: reduction in rent costs for replacement of City vehicles and equipment (City-wide), reduction for consulting in the Water Quality program, elimination of the cross walk guards at 4 intersections, and a reduction in the total number of streets paved by Street Maintenance Program.

Also included in the FY 2010-11 adopted budget is an amount for replacement of 5 City vehicles. These vehicles were deemed very necessary to replace for future safety reasons. Also, there is an amount of \$254,100 for necessary upgrades and repairs to City facilities.

There are 15 projects that total \$3,818,588 in cost, scheduled for construction in the Capital Improvement Plan for FY 2010-11. These projects include the TeWinkle Park Lake Repairs, Joanne Street Bike Trail Improvements, Citywide Bicycle Promotion Project, Citywide Unimproved Alley – Coolidge Avenue, CDBG Alley Improvement – Ford Road and Bay Street Alleys, Citywide Street Improvements, New Sidewalk/Missing Link Program, Parkway Improvement Program, and Mesa Verde Storm Drain Improvements. Many projects are funded with designated funds or specific grants applied for and granted to the City.

The Public Services Department is funded by: the General Fund, Gas Tax Fund, AQMD Fund, CDBG Fund, Drainage Fund, Capital Improvement Fund and the Measure M Turnback Fund.

PRIOR YEAR'S ACCOMPLISHMENTS

- Constructed rubberized sidewalk on Sunflower Avenue.
- Reconstructed South Coast Drive Hyland to west of Harbor Boulevard.
- Rehabilitated Hamilton and Plumer Streets.
- Rehabilitated five alleys.
- Reconstructed Sunflower Avenue from Harbor Boulevard to west of Hyland Avenue.
- Reconstructed Sunflower Avenue from Anton Boulevard to Avenue of the Arts.
- Reconstructed Harbor Boulevard from Newport Boulevard to Wilson Street.
- Constructed a private wall on Adams Avenue.
- Reconstructed Hyland Avenue from MacArthur to South Coast.
- Reconstructed Baker Street from east of Fairview to Bear.
- Constructed sidewalks on Broadway.
- Implemented the 2009/2010 Slurry Seal Program.
- Reconstructed Century Place, Howard Way, and East 16th Street.
- Implemented the 2009/2010 Parkway Maintenance Program.
- Constructed the 17th Street and Pomona Avenue storm drain improvements.
- Constructed Fairview Road and Adams Avenue intersection improvements.
- Constructed the Irvine Avenue and 18th Street median and pedestrian signal and crossing.
- Completed grading 20 acres of lower Fairview Park, installed temporary irrigation system, and planted 17 acres of wetlands and riparian habitat. The project is the result of a partnership between the United States Army Corps of Engineers, the County of Orange, and the City of Costa Mesa.

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS cont.

- Completed new conceptual designs for the Southern California Edison property located north of the I-405 Freeway and east of the Santa Ana River.
- Completed the construction of park monument signs at Canyon and Vista Parks.
- Completed Draft Master Plans for the fields at California and Davis Elementary schools, TeWinkle Middle School, and Costa Mesa High School. The Draft Master Plans were presented to the Task Force, user groups, school principals, and local residents.
- Completed the construction of improvements in Planning Area D of Fairview Park, a project that was funded by a California Department of Parks and Recreation Land and Water Conservation Fund grant and City of Costa Mesa Park Development Fund.
- Completed the master plan for Brentwood Park and the design of interim improvements for the newly acquired parcel at 261 Monte Vista Avenue.
- Completed the design of Lions Park (Davis Field) Lighting Project.
- Awarded a contract for the design of the west Placentia Drain Multi-Purpose Trail segment.
- Completed the design of the Joann Street Bike Trail Project.
- Completed the development of web pages for current park projects.
- Completed the design of the following facilities:
 - a) Citywide Slurry Seal Project - 34 streets
 - b) Century Place, Howard Way, and East 16th Street
 - c) Orange Avenue (East 17th Street to East 18th Street)
 - d) Orange Avenue (Del Mar Avenue to Mesa Drive)
 - e) Santa Ana Avenue (19th Street to 21st Street)
 - f) Tustin Avenue (15th Street to 17th Street)
 - g) Bear Street (Bristol Street to Baker Street)
 - h) East 18th Street (Newport Boulevard to Orange Avenue) and West 18th Street (Newport Boulevard to Anaheim Avenue)
 - i) Citywide Residential Street Improvements: "Proposition 1B & Traffic Congestion Relief Fund" - 20 streets
 - j) Rehabilitation of Parking District No. 1 and Magnolia Street
 - k) Vanguard Avenue Rehabilitation Project
 - l) South Coast Drive Rehabilitation Project
- Completed the design of the following alleys for major rehabilitation:
 - a) Alley 061 (Newport Boulevard Alley) from Alley 62 to N'ly End
 - b) Alley 065 (Knox Place Alley) from Orange Avenue to Westminster Avenue
 - c) Alley 080 (Flower Street Alley) from Raymond Avenue to Tustin Avenue
 - d) Alley 107 (Esther Street Alley) from Westminster Avenue to Alley 108
 - e) Alley 108 (Westminster Alley) from Esther Street to Walnut Street
 - f) Alley 109 (Walnut Street Alley) from Raymond Avenue to Tustin Avenue
- Completed construction of the Fairview Road/I-405 Interchange Landscape Enhancement Project.
- Completed construction of the Fairview Road/Adams Avenue Intersection Improvement Project.
- Completed construction of three in-pavement flashing crosswalks in the vicinity of Paularino, Pomona and Kaiser Elementary Schools.
- Completed preparation and distribution of Suggested Route to School Maps for 15 schools.
- Initiated Safe Route to School (SRTS) project on Broadway.
- Completed preliminary engineering task of the Harbor Boulevard – Adams Avenue project.
- Completed Harbor Boulevard improvement project at South Coast Drive.
- Completed design of four new closed circuit television (CCTV) camera installations.
- Completed installation of a new CCTV camera at Newport Boulevard and 17th Street.
- Completed implementation of inter-jurisdictional traffic signal coordination along Harbor Boulevard, Fairview Road, Bear Street and Bristol Street.
- Initiated Phase II of the SR-55 Access Study.
- Initiated design of the SR-55 Downtown Gateway Improvement project.
- Swept and cleaned approximately 425 curb miles and 140 arterial lane miles weekly, removing up to 10 tons of debris from City streets daily.

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS cont.

- Completed the arterial and collector road striping contract project.
- Completed the decorative signage project in conjunction with the Newport Boulevard widening project.
- Rehabilitated 12 residential streets with Street Maintenance Section staff.
- Completed approximately 1,950 preventive sidewalk repairs/grinds.
- Inspected and cleaned 1,165 storm drain catch basins and culverts.
- Removed and repaired 11 damaged asphalt street areas due to uplifting by tree roots.
- Completed construction of the Fire Station #3 automatic gate project.
- Completed the installation of a concrete patio and mow strip at City Hall in support of the development of the Water-Wise Demonstration Gardens.
- Completed the installation of two additional Water-Wise Demonstration Gardens at City Hall.
- Completed concrete drainage improvements and sidewalk repairs at the Historical Society Museum.
- Rehabilitated the foundation and exterior of the Costa Mesa Historical Society.
- Completed the installation of recycled rubberized pad at the Costa Mesa Tennis Center.
- Completed construction of a temporary parking lot with recycled asphalt on Canyon Drive at Fairview Park.
- Completed the installation of 25 bollards to improve safety at various City parks.
- Completed the renovation of the Japanese Garden at City Hall.
- Completed construction of a decomposed granite pedestrian path along the west side of Estancia High School stadium.
- Completed the reconstruction of the decomposed granite paths at Tanager and Fairview Parks.
- Rehabilitated the sports fields at the Farm Sports Complex in a joint effort with AYSO 120.
- Completed the installation of two new access gates at Fairview Park.
- Replaced site furnishings at Wimbledon Park.
- Installed 10 self-adjusting, evapo-transpiration-based irrigation controllers on City-maintained street medians to reduce water use.
- Constructed a new, non-gender-specific restroom and shower to accommodate female and male firefighters at the Park Avenue Fire Station.
- Rehabilitated the electrical system at the Estancia Adobe.
- Rehabilitated the roofing at the Estancia Adobe.
- Rehabilitated the security gate and related footing at the Corporation Yard.

GOALS

Provide for the safe and efficient movement of vehicles, pedestrians, and bicyclists within the City's public rights-of-way. Maintain the City's parks, parkways, urban forest, vehicles, and infrastructure in a manner and condition that will provide for the greatest benefit to the public and the maximum life of the City assets. Comply with State and Federal environmental mandates.

OBJECTIVES

- Oversee the plant establishment of the 17 acres of wetlands and riparian habitat recently planted by the United States Army Corps of engineers.
- Construct Interim Improvements at Brentwood Park and open to the public.
- Finalize the master planning of California and Davis Elementary schools, TeWinkle Middle School, and Costa Mesa High School fields.
- Continue to implement sustainable and energy-efficient requirements for new and remodeled facilities.
- Continue to pursue available grants and partnerships.
- Construct the Joann Street Bike Trail Project.
- Implement additional elements of the Fairview Park Master Plan.
- Construct the Fairview Channel multi-purpose trail.
- Construct a new entry monument sign on Harbor Boulevard at MacArthur Boulevard.

PUBLIC SERVICES DEPARTMENT

OBJECTIVES cont.

- Complete conceptual design and apply for a grant for the construction of Lions Park Beautification Project.
- Complete the design of the following streets for major rehabilitation projects:
 - a) Adams Avenue
 - b) Victoria Street
 - c) Newport Boulevard Frontage Road
 - d) Bristol Street
 - e) Wilson Street
 - f) Mendoza Drive
 - g) Center Street
- Complete the design of Alley 064 (Knox Place Alley) rehabilitation project.
- Complete the design of citywide parkway improvement project.
- Complete the design of new and/or missing link sidewalk on Ogle Street (between Santa Ana Avenue to Tustin Avenue) and on 22nd Street (between Elden Avenue to Orange Avenue) .
- Complete the design of Pomona Avenue Storm improvement project.
- Review and record a total of three Subdivision Maps.
- Issue a total of 350 Encroachment permits.
- Issue a total of 150 Construction Access permits.
- Process a total of 40 Development Projects.
- Abandonments of the following City right-of-way:
 - a) A portion of property located at 192 22nd Street.
 - b) Public Utility Easement for Tract No. 16917 (El Camino Project).
- Acquired the following easements for public purposes:
 - a) Two right-of-way easements for Orange Avenue City street rehabilitation project.
 - b) Two right-of-way easements for Santa Ana Avenue City street rehabilitation project.
 - c) A portion of property located at 1512 Bristol Street.
 - d) A portion of 146 East 21st Street.
 - e) A portion of 722 Baker Street.
 - f) Multiple sidewalk easements for redevelopment and/or City projects.
- Work with the Management Information Services Division (MIS) to have all City-recorded easement deeds and right-of-way abandonments plotted on electronic file in association with City server map.
- Complete an electronic version of an updated City boundary map that would show City boundary dimensions in relationship to City streets and right-of-way locations.
- Amend title issues on selected City park properties.
- Prepare Agreements to indemnify the City in association with permits, Development projects and other Public Works projects.
- Provide assistance to the City Clerk to index all right-of-way documents.
- Perform routine monthly traffic signal maintenance and proactively upgrade the City's 124 traffic signals to minimize traffic congestion.
- Perform routine maintenance of 20 radar speed feedback signs and six in-pavement flashing crosswalk locations.
- Assess traffic conditions including preparation of a Performance Monitoring Report documenting traffic volumes and intersection Levels of Service (LOS) at significant intersections.
- Monitor traffic pattern and growth changes, and prioritize transportation system enhancements within the Capital Improvement Program.
- Manage local and regional traffic with ongoing monitoring of traffic operations and improving traffic signal coordination on major corridors.
- Expand the City's Closed Circuit TV (CCTV) traffic monitoring system and improve inter-jurisdictional signal coordination.
- Improve pedestrian facilities including the installation of Americans with Disabilities Act ramps, sidewalk and bus stop improvements.
- Improve bicycle facilities by implementing the City's Master Plan of Bikeways.
- Provide crossing guards at crucial youth pedestrian crossing locations.

PUBLIC SERVICES DEPARTMENT

OBJECTIVES cont.:

- Pursue Federal, State and County grant funds for transportation operations, safety and capacity improvement projects.
- Provide landscape maintenance of 463 acres of City parks and fields, and monthly maintenance of landscaped parkways and medians.
- Manage approximately 22,520 City-owned trees annually.
- Clean and perform preventative maintenance of City buildings/facilities.
- Provide safe, prepared sports fields on a daily basis in support of community user group programs and youth organizations.
- Provide preventive maintenance and repair of the City's fleet of 315 fire, police, general use vehicles and off-road equipment.
- Provide preventative maintenance and replacement of street signs to insure adequate reflectivity and visibility of all 10,760 City retained street signs.
- Provide safe, well-maintained painted pavement markings of City-maintained roadways.
- Renovate the pavement on a minimum of 15 residential streets annually with City crews.
- Clean and maintain all City-owned storm drain catch basins a minimum of once each year.
- Complete the design and construction of approved Capital Improvement Projects within the scheduled time and within budget.
- Repair and maintain 525 lane miles of streets and 400 miles of curb and gutter as determined by the Pavement Management System.
- Repair potholes on City streets within 24 hours of notification or discovery.
- Review and/or approve engineering and construction documents, and permits in a timely manner.
- Monitor the storm drain systems and provide various debris removal programs to reduce debris and pollution from reaching the ocean in compliance with the National Pollutant Discharge Elimination System.

Performance Measures/Workload Indicators:	FY 08-09 <u>Actual</u>	FY 09-10 <u>Adopted</u>	FY 10-11 <u>Adopted</u>
<u>Performance Measures:</u>			
Percent of the total number of City trees trimmed	39%	35%	20%
Percent of budgeted building maintenance projects completed	75%	100%	100%
Percent of Costa Maintenance work requests completed/month	97%	95%	85%
Percent increase in extra-ordinary repairs of City fleet vehicles	25%	0%	25%
Percent of total street signs replaced	20%	15%	5%
Percent of total lane lines repainted	90%	25%	5%
Percent of total pavement legends repainted/re-applied	80%	75%	10%
Percent of total red curb repainted	100%	100%	25%
Percent change in number of residential streets rehabilitated vs. prior year	0%	-20%	0%
Percent change in tons of asphalt applied	0%	-20%	0%
Percent of total catch basins with inserts screens or other anti-pollution devices installed	5%	6%	4%
Percent change in debris removed from catch basins vs. prior year	20%	8%	0%
Percent of Street Inventory Improved by Overlay/Reconstruction using contract forces	8%	7%	10%
Percent of budgeted capital improvement projects completed in budgeted fiscal year	100%	100%	100%

PUBLIC SERVICES DEPARTMENT

Performance Measures/Workload Indicators:	FY 08-09 <u>Actual</u>	FY 09-10 <u>Adopted</u>	FY 10-11 <u>Adopted</u>
<u>Workload Indicators</u>			
Number of new trees planted	387	50	50
Number of trees removed	70	200	200
Number of trees root-pruned	175	175	40
Number of facility rehabilitation projects completed	12	0	23
Number of facilities work requests tracked	1,772	1,600	1,900
Number of ball field preparations performed	1,320	1,350	0
Number of scheduled vehicle and equipment services performed	1,212	990	1,203
Number of extraordinary vehicle and equipment services performed	835	700	729
Number of traffic and street signs maintained	2,000	1,500	1,000
Number of linear feet of lane lines repainted	1,397,351	225,000	60,000
Number of pavement legends repainted/reapplied	1,500	1,200	150
Number of crosswalks repainted/reapplied	109	95	75
Number of lineal feet of red curb repainted	411,000	418,231	50,000
Number of residential streets renovated	15	12	12
Tons of asphalt applied annually	5,480	4,480	4,480
Tons of debris removed and diverted from the waterways	65	68	65
Arterial lane miles of overlay/reconstruction completed	4%	3%	1%
Dollar amount of construction contracts awarded	\$10.9 Million	\$6 Million	\$4.2 Million
Number of Construction Permits issued	233	380	150
Number of Development Projects processed	68	40	40
Number of Building Permit Applications processed	283	280	300

**PUBLIC SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
<u>Public Services Administration - 19100</u>				
Public Services Director	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Public Svcs Admin Full-time Positions	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
<u>Engineering - 19200</u>				
City Engineer	0.34	0.34	0.34	0.34
Associate Engineer	1.00	1.00	1.00	1.00
<i>Subtotal Water Quality - 20510</i>	<u>1.34</u>	<u>1.34</u>	<u>1.34</u>	<u>1.34</u>
City Engineer	0.33	0.33	0.33	0.33
Assistant Engineer	1.75	1.75	1.75	0.75
Engineering Technician II	1.50	1.50	1.50	1.00
Engineering Technician III	1.50	1.50	1.50	0.50
Office Specialist I	0.50	0.50	0.50	-
Senior Engineer	0.50	0.50	0.50	0.50
<i>Subtotal Street Improvements - 30112</i>	<u>6.08</u>	<u>6.08</u>	<u>6.08</u>	<u>3.08</u>
City Engineer	0.33	0.33	0.33	0.33
Assistant Engineer	0.25	0.25	0.25	0.25
Engineering Technician II	0.50	0.50	0.50	-
Engineering Technician III	1.50	1.50	1.50	0.50
Senior Engineer	0.50	0.50	0.50	0.50
Office Specialist I	0.50	0.50	0.50	-
<i>Subtotal Storm Drain Improvements - 30122</i>	<u>3.58</u>	<u>3.58</u>	<u>3.58</u>	<u>1.58</u>
Engineering Technician II	-	-	-	1.00
<i>Subtotal Development - 30310</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1.00</u>
Engineering Technician III	-	-	-	1.00
<i>Subtotal Real Property - 30320</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1.00</u>
Contract Administrator	-	-	-	1.00
Engineering Technician I	1.00	1.00	1.00	-
Senior Engineer	1.00	1.00	1.00	1.00
<i>Subtotal Park Improvements - 40112</i>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

**PUBLIC SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
Engineering - 19200 (con't)				
Administrative Secretary	1.00	1.00	1.00	1.00
Assistant Engineer	2.00	2.00	2.00	2.00
Chief Construction Inspector	1.00	1.00	1.00	-
Construction Inspector	2.00	2.00	2.00	1.00
Engineering Technician II	1.00	1.00	1.00	1.00
Senior Engineer	1.00	1.00	1.00	1.00
<i>Subtotal Construction Management - 50002</i>	8.00	8.00	8.00	6.00
Total Engineering Full-time Positions	21.00	21.00	21.00	16.00
Total Engineering Part-time Positions (in FTE's)	3.50	3.50	3.75	0.50
Transportation - 19300				
Transportation Services Manager	0.75	0.75	0.75	0.75
Administrative Secretary	0.50	0.50	0.50	0.50
Assistant Engineer	1.00	1.00	1.00	0.25
Associate Engineer	1.00	1.00	1.00	0.25
Engineering Technician II	1.00	1.00	1.00	0.25
<i>Subtotal Traffic Planning - 30210</i>	4.25	4.25	4.25	2.00
Transportation Services Manager	0.25	0.25	0.25	0.25
Administrative Secretary	0.50	0.50	0.50	0.50
Assistant Engineer	1.00	1.00	1.00	0.75
Associate Engineer	1.00	1.00	1.00	0.75
Engineering Technician II	1.00	1.00	1.00	0.75
<i>Subtotal Traffic Operations - 30241</i>	3.75	3.75	3.75	3.00
Total Transportation Full-time Positions	8.00	8.00	8.00	5.00
Total Transportation Part-time Positions (in FTE's)	0.96	0.96	0.96	0.50
Maintenance Services - 19500				
Maintenance Services Manager	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	2.00	2.00	2.00	2.00
Senior Maintenance Supervisor	0.25	0.25	0.25	0.25
<i>Subtotal Pkwy & Median Maintenance - 20111</i>	0.25	0.25	0.25	0.25
Maintenance Supervisor	0.25	0.25	0.25	0.25
Lead Maintenance Worker	0.25	0.25	0.25	-
Maintenance Worker	1.00	-	-	-
Senior Maintenance Worker	4.25	4.25	4.25	3.25
<i>Subtotal Street Cleaning - 20120</i>	5.75	4.75	4.75	3.50

**PUBLIC SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
Maintenance Services - 19500 (continued)				
Maintenance Worker	1.00	1.00	-	-
Senior Maintenance Supervisor	0.25	0.25	0.25	0.25
Senior Maintenance Worker	1.00	1.00	1.00	1.00
<i>Subtotal Graffiti Abatement - 20130</i>	2.25	2.25	1.25	1.25
Assistant Street Superintendent	0.75	0.75	0.75	0.75
Lead Maintenance Worker	2.00	1.75	1.75	1.00
Maintenance Worker	0.25	0.25	0.25	0.25
Senior Maintenance Worker	4.25	4.25	4.25	4.25
<i>Subtotal Street Maintenance - 30111</i>	7.25	7.00	7.00	6.25
Assistant Street Superintendent	0.25	0.25	0.25	0.25
Lead Maintenance Worker	-	0.25	0.25	-
Maintenance Worker	0.75	0.75	0.75	0.75
Senior Maintenance Worker	0.75	0.75	0.75	0.75
<i>Subtotal Storm Drain Maintenance - 30121</i>	1.75	2.00	2.00	1.75
Maintenance Supervisor	0.75	0.75	0.75	0.75
Lead Maintenance Worker	0.75	0.75	0.75	-
Maintenance Worker	1.00	2.00	2.00	-
Senior Maintenance Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	1.75	1.75	1.75	0.75
<i>Subtotal Signs & Markings - 30243</i>	5.25	6.25	6.25	2.50
Senior Maintenance Supervisor	0.50	0.50	0.50	0.50
Lead Maintenance Worker	5.00	5.00	5.00	5.00
Maintenance Supervisor	2.00	2.00	2.00	2.00
Maintenance Worker	11.00	11.00	12.00	6.00
Management Analyst	0.19	0.19	-	-
Senior Maintenance Worker	7.00	7.00	7.00	4.00
<i>Subtotal Park Maintenance - 40111</i>	25.69	25.69	26.50	17.50
Facilities & Equipment Supervisor	0.50	0.50	0.50	0.50
Facility Maintenance Technician	3.00	3.00	3.00	2.00
Lead Facilities Maintenance Technician	1.00	-	-	-
Maintenance Supervisor	-	1.00	1.00	1.00
Maintenance Worker	4.00	4.00	4.00	4.00
Office Specialist II	0.25	0.25	0.25	0.25
<i>Subtotal Facility Maintenance - 50910</i>	8.75	8.75	8.75	7.75

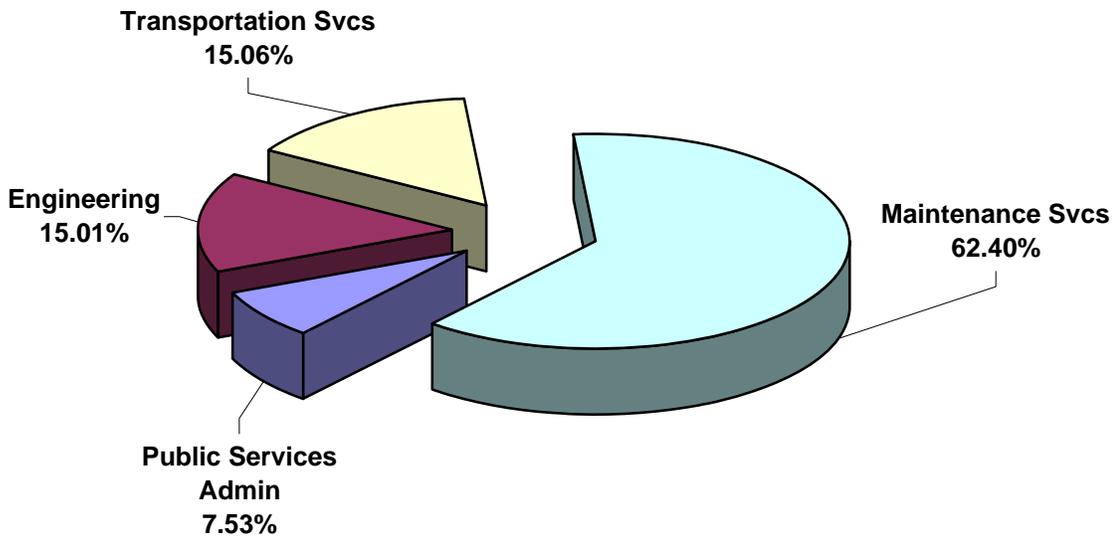
**PUBLIC SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
Maintenance Services - 19500 (continued)				
Facilities & Equipment Supervisor	0.50	0.50	0.50	0.50
Maintenance Supervisor	-	1.00	1.00	1.00
Equipment Mechanic II	3.00	3.00	3.00	2.00
Equipment Mechanic III	3.00	3.00	3.00	3.00
Lead Equipment Mechanic	1.00	-	-	-
Office Specialist II	0.75	0.75	0.75	0.75
<i>Subtotal Equipment Maintenance - 50920</i>	<u>8.25</u>	<u>8.25</u>	<u>8.25</u>	<u>7.25</u>
Total Maintenance Services Full-time Positions	67.19	67.19	67.00	50.00
Total Maint Svcs Part-time Positions (in FTE's)	5.25	5.25	5.25	1.50
Total Department Full-time Positions	99.19	99.19	99.00	74.00
Total Department Part-time Positions (in FTE's)	9.71	9.71	9.96	2.50
TOTAL DEPARTMENT	<u>108.90</u>	<u>108.90</u>	<u>108.96</u>	<u>76.50</u>

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
Expenditure by Division:					
Public Services Admin. - 19100	\$ 1,177,941	\$ 1,225,416	\$ 1,247,626	\$ 1,173,976	-5.90%
Engineering - 19200	2,752,299	2,925,834	2,967,417	2,339,387	-21.16%
Transportation Svcs - 19300	2,732,419	2,475,566	2,465,259	2,346,606	-4.81%
Maintenance Svcs - 19500	13,876,160	13,725,967	11,603,517	9,724,234	-16.20%
Total Expenditures	\$ 20,538,820	\$ 20,352,782	\$ 18,283,818	\$ 15,584,203	-14.77%

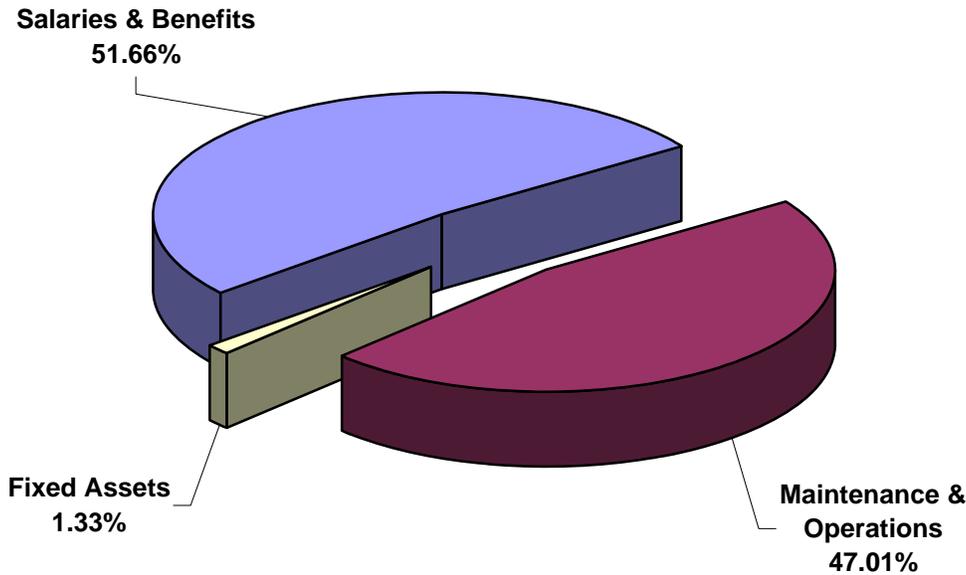
**FY 10-11 Public Services
Expenditure by Division**



**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 9,708,533	\$ 9,911,076	\$ 9,670,470	\$ 8,050,614	-16.75%
Maintenance & Operations	10,637,976	10,412,887	8,563,348	7,326,089	-14.45%
Fixed Assets	192,311	28,820	50,000	207,500	315.00%
Total Expenditures	\$ 20,538,820	\$ 20,352,782	\$ 18,283,818	\$ 15,584,203	-14.77%

***FY 10-11 Public Services
Expenditure by Category***



	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 17,256,659	\$ 17,505,277	\$ 14,695,345	\$ 12,377,046	79.42%
Air Quality Imp. Fund - 203	10,868	11,497	20,000	20,000	0.13%
Measure M Fund - 403	21,740	-	1,443,733	-	0.00%
Measure M Fund - 414	-	-	-	1,071,995	6.88%
Equipment Replacement - 601	3,249,553	2,836,007	2,124,740	2,115,163	13.57%
Total Funding Sources	\$ 20,538,820	\$ 20,352,782	\$ 18,283,818	\$ 15,584,203	100.00%

CITY OF COSTA MESA, CALIFORNIA

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 6,526,404	\$ 6,640,094	\$ 6,393,287	\$ 5,537,506	-13%
Regular Salaries - Part time	501300	193,190	249,918	292,472	95,104	-67%
Overtime	501400	106,890	64,636	36,612	35,150	-4%
Accrual Payoff - Excess Maximum	501500	66,789	51,279	40,481	29,720	-27%
Vacation/Comp. Time Cash Out	501600	40,645	33,059	38,387	17,580	-54%
Holiday Allowance	501700	28,734	35,950	7,015	23,819	240%
Separation Pay-Off	501800	26,529	71,994	-	-	0%
Other Compensation	501900	67,858	74,072	68,166	55,838	-18%
Cafeteria Plan	505100	873,554	916,831	924,006	741,834	-20%
Medicare	505200	71,753	75,983	76,197	71,640	-6%
Retirement	505300	1,378,776	1,398,177	1,261,890	1,149,677	-9%
Professional Development	505500	35,912	17,074	17,571	18,341	4%
Unemployment	505800	5,730	5,795	6,254	4,884	-22%
Workers' Compensation	505900	220,898	210,245	220,434	214,145	-3%
Employer Contr.Retirees' Med.	506100	64,869	65,969	287,698	55,375	-81%
Subtotal Salaries & Benefits		\$ 9,708,533	\$ 9,911,076	\$ 9,670,470	\$ 8,050,614	-17%
Stationery and Office	510100	\$ 14,642	\$ 11,601	\$ 11,450	\$ 10,950	-4%
Multi-Media, Promotions and Subs	510200	8,688	6,947	10,750	7,650	-29%
Small Tools and Equipment	510300	123,113	50,153	55,550	51,451	-7%
Uniform & Clothing	510400	22,041	20,816	18,900	19,600	4%
Safety and Health	510500	9,934	5,296	5,150	1,950	-62%
Maintenance & Construction	510600	1,069,554	1,084,701	879,451	711,864	-19%
Agriculture	510700	96,241	74,445	77,400	84,000	9%
Fuel	510800	805,732	671,894	750,000	700,000	-7%
Electricity - Buildings & Fac.	515100	466,487	507,485	501,500	476,200	-5%
Electricity - Power	515200	201,283	203,263	179,000	194,500	9%
Electricity - Street Lights	515300	929,144	996,066	867,000	996,000	15%
Gas	515400	20,709	25,494	19,000	25,000	32%
Water - Domestic	515500	62,127	54,411	65,500	55,750	-15%
Water - Parks and Parkways	515600	582,213	595,361	735,000	540,000	-27%
Waste Disposal	515700	155,260	163,816	172,769	144,390	-16%
Janitorial and Housekeeping	515800	184,000	187,053	179,000	111,000	-38%
Postage	520100	8,344	6,315	9,300	8,800	-5%
Legal Advertising/Filing Fees	520200	194,780	232,383	283,431	283,131	0%
Advertising and Public Info.	520300	32,508	24,513	400	-	-100%
Telephone/Radio/Communications	520400	12,713	13,117	12,550	13,050	4%
Mileage Reimbursement	520600	-	222	120	120	0%
Buildings and Structures	525100	579,063	339,388	64,500	202,000	213%
Landscaping and Sprinklers	525200	1,114,807	1,169,516	1,094,908	951,428	-13%
Underground Lines	525300	3,917	171	3,000	-	-100%
Automotive Equipment	525400	121,483	133,097	125,000	125,000	0%
Office Furniture	525600	1,064	-	750	500	-33%
Office Equipment	525700	3,923	3,226	6,125	6,775	11%
Other Equipment	525800	754,071	617,237	658,789	637,089	-3%
Streets, Alleys and Sidewalks	525900	162,292	256,862	136,617	95,117	-30%
Employment	530100	4,285	-	4,000	-	-100%
Consulting	530200	328,007	320,622	327,230	223,800	-32%
Engineering and Architectural	530400	57,735	30,834	59,000	55,000	-7%
External Rent	535400	9,172	11,357	9,750	6,750	-31%
Depreciation	535600	756,051	806,960	-	-	0%
Central Services	535800	19,013	15,466	11,000	10,251	-7%
Internal Rent - Maint. Charges	536100	500,159	467,317	612,425	18,105	-97%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
Internal Rent - Repl.Cost	536200	456,271	682,710	-	-	0%
General Liability	540100	534,916	556,200	543,654	488,868	-10%
Physical Damage	540400	23,062	-	-	-	0%
Taxes & Assessments	540700	63,222	65,815	73,379	70,000	-5%
Other Costs	540900	145,951	757	-	-	0%
Subtotal Maintenance & Operations		\$ 10,637,976	\$ 10,412,887	\$ 8,563,348	\$ 7,326,089	-14%
Automotive Equipment	590500	\$ 101,462	\$ 5,476	\$ 50,000	\$ 193,000	286%
Office Furniture	590600	6,257	-	-	-	0%
Office Equipment	590700	14,710	8,376	-	-	0%
Other Equipment	590800	69,882	14,968	-	14,500	0%
Subtotal Fixed Assets		\$ 192,311	\$ 28,820	\$ 50,000	\$ 207,500	315%
Total Expenditures		\$ 20,538,820	\$ 20,352,782	\$ 18,283,818	\$ 15,584,203	-15%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<i>PUBLIC SERVICES ADMINISTRATION - 19100</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 534,327	\$ 614,095	\$ 645,706	\$ 652,008	1%
Maintenance & Operations	555,000	548,390	562,920	497,168	-12%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	\$ 1,089,327	\$ 1,162,485	\$ 1,208,626	\$ 1,149,176	-5%
<u>Recycling - 20230</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	79,308	62,931	39,000	24,800	-36%
Fixed Assets	9,307	-	-	-	0%
<i>Subtotal Recycling</i>	\$ 88,615	\$ 62,931	\$ 39,000	\$ 24,800	-36%
<i>ENGINEERING - 19200</i>					
<u>Construction Management - 50002</u>					
Salaries & Benefits	\$ 852,081	\$ 879,809	\$ 860,164	\$ 5,979	-99%
Maintenance & Operations	49,375	39,933	40,038	10,380	-74%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Construction Mgmt</i>	\$ 901,456	\$ 919,742	\$ 900,202	\$ 16,359	-98%
<u>Water Quality - 20510</u>					
Salaries & Benefits	\$ 179,746	\$ 191,317	\$ 192,052	\$ 204,513	6%
Maintenance & Operations	230,637	281,800	327,481	290,231	-11%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Water Quality</i>	\$ 410,383	\$ 473,117	\$ 519,533	\$ 494,744	-5%
<u>Street Improvements - 30112</u>					
Salaries & Benefits	\$ 684,803	\$ 727,028	\$ 753,283	\$ 145,535	-81%
Maintenance & Operations	22,566	21,533	19,408	11,801	-39%
Fixed Assets	-	8,376	-	-	0%
<i>Subtotal Street Improvements</i>	\$ 707,370	\$ 756,937	\$ 772,691	\$ 157,336	-80%
<u>Storm Drain Improvements - 30122</u>					
Salaries & Benefits	\$ 393,906	\$ 416,909	\$ 417,791	\$ 229,458	-45%
Maintenance & Operations	18,348	10,623	15,700	8,200	-48%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Storm Drain Imprvmnts</i>	\$ 412,254	\$ 427,532	\$ 433,491	\$ 237,658	-45%
<u>Development - 30310</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 96,794	0%
Maintenance & Operations	-	-	-	1,850	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Development</i>	\$ -	\$ -	\$ -	\$ 98,644	0%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Real Property - 30320</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 108,331	0%
Maintenance & Operations	-	-	-	3,550	0%
Fixed Assets	-	-	-	-	0%
Subtotal Real Property	\$ -	\$ -	\$ -	\$ 111,881	0%
<u>Park Development - 40112</u>					
Salaries & Benefits	\$ 311,077	\$ 341,952	\$ 333,450	\$ 281,622	-16%
Maintenance & Operations	9,759	6,554	8,050	3,100	-61%
Fixed Assets	-	-	-	-	0%
Subtotal Park Development	\$ 320,836	\$ 348,506	\$ 341,500	\$ 284,722	-17%
TRANSPORTATION SERVICES - 19300					
<u>Traffic Planning - 30210</u>					
Salaries & Benefits	\$ 533,321	\$ 437,585	\$ 436,647	\$ 312,137	-29%
Maintenance & Operations	43,709	32,161	65,531	60,510	-8%
Fixed Assets	-	-	-	-	0%
Subtotal Traffic Planning	\$ 577,030	\$ 469,746	\$ 502,178	\$ 372,647	-26%
<u>Traffic Operations - 30241</u>					
Salaries & Benefits	\$ 427,044	\$ 413,319	\$ 416,481	\$ 287,873	-31%
Maintenance & Operations	1,661,513	1,592,500	1,546,600	1,623,120	5%
Fixed Assets	66,832	-	-	-	0%
Subtotal Traffic Operations	\$ 2,155,389	\$ 2,005,819	\$ 1,963,081	\$ 1,910,993	-3%
MAINTENANCE SERVICES - 19500					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 251,234	\$ 267,656	\$ 259,891	\$ 275,895	6%
Maintenance & Operations	19,532	18,673	14,469	14,501	0%
Fixed Assets	-	-	-	-	0%
Subtotal Administration	\$ 270,766	\$ 286,329	\$ 274,360	\$ 290,396	6%
<u>Parkway & Median Maint - 20111</u>					
Salaries & Benefits	\$ 31,325	\$ 32,744	\$ 31,487	\$ 32,859	4%
Maintenance & Operations	951,613	978,899	945,100	869,072	-8%
Fixed Assets	-	-	-	-	0%
Subtotal Pkwy & Median Maint	\$ 982,938	\$ 1,011,643	\$ 976,587	\$ 901,931	-8%
<u>Street Cleaning - 20120</u>					
Salaries & Benefits	\$ 409,171	\$ 418,075	\$ 414,981	\$ 206,958	-50%
Maintenance & Operations	300,974	382,796	211,549	33,687	-84%
Fixed Assets	-	-	-	-	0%
Subtotal Street Cleaning	\$ 710,145	\$ 800,871	\$ 626,530	\$ 240,645	-62%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Graffiti Abatement - 20130</u>					
Salaries & Benefits	\$ 173,037	\$ 187,418	\$ 180,878	\$ 190,120	5%
Maintenance & Operations	36,674	37,463	35,021	10,900	-69%
Fixed Assets	14,710	1,145	-	-	0%
Subtotal Graffiti Abatement	\$ 224,421	\$ 226,026	\$ 215,899	\$ 201,020	-7%
<u>Street Maintenance - 30111</u>					
Salaries & Benefits	\$ 753,627	\$ 743,994	\$ 641,316	\$ 595,249	-7%
Maintenance & Operations	717,287	775,931	555,480	257,167	-54%
Fixed Assets	-	-	-	-	0%
Subtotal Street Maintenance	\$ 1,470,913	\$ 1,519,924	\$ 1,196,796	\$ 852,416	-29%
<u>Storm Drain Maint - 30121</u>					
Salaries & Benefits	\$ 96,814	\$ 125,845	\$ 168,698	\$ 153,698	-9%
Maintenance & Operations	31,086	31,610	4,601	-	-100%
Fixed Assets	-	-	-	-	0%
Subtotal Storm Drain Maint	\$ 127,900	\$ 157,455	\$ 173,299	\$ 153,698	-11%
<u>Signs & Markings - 30243</u>					
Salaries & Benefits	\$ 504,456	\$ 442,856	\$ 516,683	\$ 224,935	-56%
Maintenance & Operations	233,604	247,978	112,594	59,597	-47%
Fixed Assets	-	-	-	-	0%
Subtotal Signs & Markings	\$ 738,060	\$ 690,834	\$ 629,277	\$ 284,532	-55%
<u>Park Maintenance - 40111</u>					
Salaries & Benefits	\$ 2,071,818	\$ 2,103,907	\$ 1,991,690	\$ 1,638,457	-18%
Maintenance & Operations	1,524,843	1,597,145	1,523,799	1,030,506	-32%
Fixed Assets	-	-	-	-	0%
Subtotal Park Maintenance	\$ 3,596,662	\$ 3,701,051	\$ 3,515,489	\$ 2,668,963	-24%
<u>Facility Maintenance - 50910</u>					
Salaries & Benefits	\$ 709,311	\$ 771,270	\$ 616,105	\$ 674,096	9%
Maintenance & Operations	1,799,261	1,706,834	1,254,434	1,341,374	7%
Fixed Assets	-	13,823	-	-	0%
Subtotal Facility Maintenance	\$ 2,508,572	\$ 2,491,926	\$ 1,870,539	\$ 2,015,470	8%
<u>Fleet Services - 50920</u>					
Salaries & Benefits	\$ 791,433	\$ 795,298	\$ 793,167	\$ 733,088	-8%
Maintenance & Operations	2,352,889	2,039,134	1,281,573	1,174,575	-8%
Fixed Assets	101,462	5,476	50,000	207,500	315%
Subtotal Fleet Services	\$ 3,245,784	\$ 2,839,908	\$ 2,124,740	\$ 2,115,163	0%
Total Expenditures	\$ 20,538,820	\$ 20,352,782	\$ 18,283,818	\$ 14,583,196	-20%



NON-DEPARTMENTAL

For accounting and budgeting purposes only, the Non-Departmental serves as a cost center to house charges and appropriations that are not assigned or chargeable to a specific department or function. It is categorized as a General Government Support function. A "Division 90000" and a "Program 50240" are assigned to this "department" bearing the same description as Non-Departmental.

Typically, this cost center reflects the budget for general salary adjustment for the coming year. After the budget is adopted and labor negotiations are completed, the appropriations for general salary adjustment are moved to each department, as appropriate. Hence, the "actual" columns for salaries and benefits account reflect a zero amount.

Included in the FY 2010-11 Non-Departmental adopted budget are the debt service requirements and the interfund transfers that are planned for during the fiscal year.

For FY 10-11, the adopted budget for Non-Departmental includes the following:

Debt Service:

Energy Retrofit Lease	\$ 84,098
1998 Revenue Bonds	1,279,402
2003 Refunding Certificates of Participation (COPs)	1,257,938
2005 TeWinkle Park Ball Fields Project	524,124
2006 Refunding Revenue Bonds	217,634
2007 Certificates of Participation – Police Facility Expansion	2,273,804
Total Debt Service	<u>\$ 5,637,000</u>

Interfund Transfers:

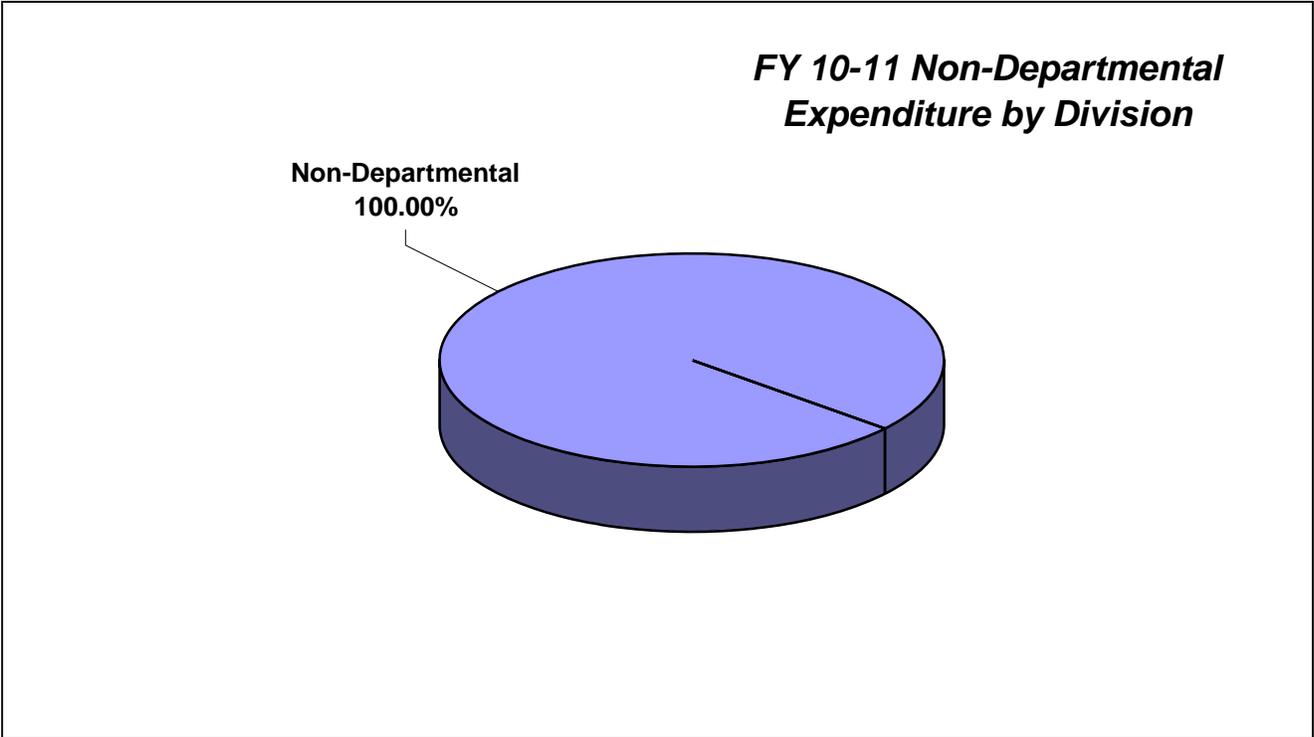
General Fund to the Supplemental Law Enforcement Fund	\$ 100,000
Narcotics Forfeiture Fund to the General Fund	200,000
Capital Improvement Fund to General Fund	1,591,064
Equipment Replacement Fund to General Fund - Investment Earnings	75,000
Self-Insurance Fund to General Fund - Investment Earnings	110,000
Total Transfers Out	<u>\$ 2,076,064</u>

Total Non-Department Adopted Budget **\$ 7,713,064**

A Schedule of Interfund Transfers is found on page 38.

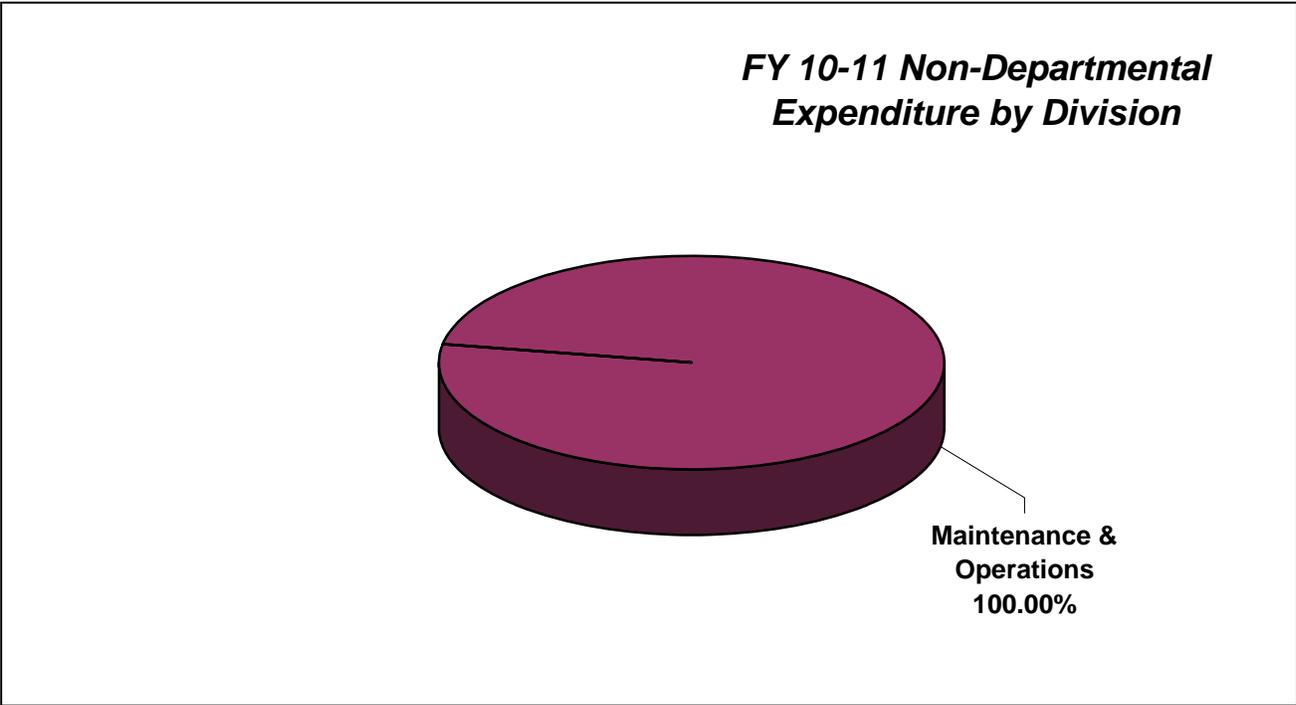
**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
Non-Departmental - 90000	\$ 11,621,519	\$ 7,433,591	\$ 4,926,616	\$ 7,713,064	56.56%
Total Expenditures	\$ 11,621,519	\$ 7,433,591	\$ 4,926,616	\$ 7,713,064	56.56%



**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0.00%
Maintenance & Operations	11,621,519	7,433,591	4,926,616	7,713,064	56.56%
Fixed Assets	-	-	-	-	0.00%
Total Expenditures	\$11,621,519	\$ 7,433,591	\$ 4,926,616	\$ 7,713,064	56.56%



	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 8,224,759	\$ 6,282,435	\$ 4,133,616	\$ 5,737,000	74.38%
Gas Tax Fund - 201	99,000	-	-	-	0.00%
Prop 172 Fund - 202	39,000	-	-	-	0.00%
Park Devel Fees Fund - 208	217,010	-	-	-	0.00%
Narcotic Forfeiture Fund - 217	60,000	-	100,000	200,000	2.59%
Capital Outlay Fund - 401	2,061,555	930,193	-	1,591,064	20.63%
Measure "M" Fund - 403	100,000	190,475	100,000	-	0.00%
Vehicle Prking. Dist. #1 - 409	803	-	-	-	0.00%
Vehicle Prking. Dist. #2 - 410	126	6	-	-	0.00%
Equip. Replacement Fund - 601	336,896	20,559	260,000	75,000	0.97%
Self-Insurance Fund - 602	482,370	9,923	333,000	110,000	1.43%
Total Funding Sources	\$11,621,519	\$ 7,433,591	\$ 4,926,616	\$ 7,713,064	100.00%

**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
Subtotal Salaries & Benefits		\$ -	\$ -	\$ -	\$ -	0%
Financial & Information Svcs	530500	\$ 27,674	\$ -	\$ -	\$ -	0%
Principal Payments	535100	4,891,427	3,773,687	2,629,843	3,885,904	48%
Interest Payments	535200	2,104,658	1,946,124	753,773	1,751,096	132%
Other Costs	540900	217,010	-	-	-	0%
Operating Transfers Out	595100	4,380,750	1,713,780	1,543,000	2,076,064	35%
Subtotal Maintenance & Operations		\$11,621,519	\$ 7,433,591	\$ 4,926,616	\$ 7,713,064	57%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Expenditures		\$11,621,519	\$ 7,433,591	\$ 4,926,616	\$ 7,713,064	57%

**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY PROGRAM**

Account Description	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
Non-Departmental - 50240					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	11,621,519	7,433,591	4,926,616	7,713,064	57%
Fixed Assets	-	-	-	-	0%
Subtotal Non-Departmental					
	\$11,621,519	\$ 7,433,591	\$ 4,926,616	\$ 7,713,064	57%
Total Expenditures					
	\$11,621,519	\$ 7,433,591	\$ 4,926,616	\$ 7,713,064	57%



Costa Mesa

CAPITAL IMPROVEMENT PROGRAM

CAPITAL
IMPROVEMENT
PROGRAM
FISCAL YEAR 2010-2011

SUMMARY OF ADOPTED CAPITAL IMPROVEMENT PROJECTS

by Funding Source

FISCAL YEAR 2010-2011

Item Nbr	Program/Project Name	Gas Tax Fund 201	AQMD Fund 203	CDBG Fund 207	Drainage Fund 209
Street Improvements					
1	Citywide Street Improvements	\$ 1,200,000	-	-	-
2	CDBG Alley Improvement - Ford Road Alley	-	-	\$ 145,000	-
3	CDBG Alley Improvement - Bay Street Alley	-	-	145,000	-
4	Citywide Unimproved Alley - Coolidge Avenue	200,000	-	-	-
Storm Drain Improvements					
5	Mesa Verde Storm Drain Improvements	-	-	-	\$ 440,000
Curbs and Sidewalks					
6	New Sidewalk / Missing Link	100,000	-	-	-
7	Parkway Improvements	250,000	-	-	-
8	Priority Sidewalk Repair	50,000	-	-	-
9	Parkway Reforestation Project	-	-	100,000	-
Traffic Operations					
10	Victoria School Pedestrian and Bike Improvements	-	\$ 28,995	-	-
11	Broadway Safe Route to School Project	-	-	-	-
12	Citywide Bicycle Promotion Project	-	-	-	-
Park Improvements					
13	TeWinkle Park Lake Repairs	-	-	-	-
14	Joann Street Bike Trail Improvements	-	-	520,000	-
15	Smallwood Park Improvements	-	-	130,000	-
Total FY 10-11 Adopted CIPs		\$ 1,800,000	\$ 28,995	\$ 1,040,000	\$ 440,000

CITY OF COSTA MESA, CALIFORNIA

Item Nbr	Program/Project Name	Cap Imprv Fund 401	Measure M Turnback Fund 414	Total
Street Improvements				
1	Citywide Street Improvements	-	\$ 283,588	1,483,588
2	CDBG Alley Improvement - Ford Road Alley	-	-	145,000
3	CDBG Alley Improvement - Bay Street Alley	-	-	145,000
4	Citywide Unimproved Alley - Coolidge Avenue	-	-	200,000
Storm Drain Improvements				
5	Mesa Verde Storm Drain Improvements	-	-	440,000
Curbs and Sidewalks				
6	New Sidewalk / Missing Link	-	-	100,000
7	Parkway Improvements	-	-	250,000
8	Priority Sidewalk Repair	-	-	50,000
9	Parkway Reforestation Project	-	-	100,000
Traffic Operations				
10	Victoria School Pedestrian and Bike Improvements	\$ 16,005	*	-
11	Broadway Safe Route to School Project	60,000	*	-
12	Citywide Bicycle Promotion Project	80,000	*	-
Park Improvements				
13	TeWinkle Park Lake Repairs	70,000	-	70,000
14	Joann Street Bike Trail Improvements	-	-	520,000
15	Smallwood Park Improvements	-	-	130,000
Total FY 10-11 Adopted CIPs		\$ 226,005	\$ 283,588	\$ 3,818,588

* - Projects funded completely from grants

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2010 - 2011

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Street Improvements, 30112		
PROJECT TITLE Citywide Street Improvements				PROJECT MANAGER Fariba Fazeli, x-5378		ITEM 1	
PROJECT ACCOUNT STRING:	Account 500000 500000	Fund 201 414	Org 19200 19200	Program 30112 30112	Project 400015 400015	Existing Project ▼	
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	\$ 1,283,588	\$ 2,800,000	\$ 2,800,000	\$ 2,800,000	\$ 2,800,000	\$ 2,800,000	\$ 2,800,000
Engineering Fees	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 1,483,588	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000
Description of Resources							
Gas Tax	\$ 1,200,000	-	-	-	-	-	-
Measure "M" Turnback	283,588	-	-	-	-	-	-
Total	\$ 1,483,588	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
<p>This program will provide major rehabilitation or reconstruction of City streets which are in immediate need of improvement. This program is implemented in accordance with the Pavement Management System and with recommendations from the Engineering Division. This program meets the City Council's Goal and Objective No.98-B9 "STREET REPAIRS NEED GREATER EFFORT".</p> <p>Operational Impact: temporary repairs will be required by the City crews until permanent improvements have been completed.</p>							
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2010 - 2011

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Alley Improvements, 30112			
PROJECT TITLE CDBG Street Improvement - Ford Road Alley				PROJECT MANAGER Fariba Fazeli, x-5378		ITEM 2		
PROJECT ACCOUNT STRING:		Account 500000	Fund 207	Org 19200	Program 30112	Project 300135	New Project ▼	
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 125,000	-	-	-	-	-	-
Engineering Fees		20,000	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 145,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
CDBG		\$ 145,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 145,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>A comprehensive study was conducted Citywide to provide information about the existing condition of all alleys and their rehabilitation cost. The City Council approved the priorities and recommendations in the report and directed staff to implement alleys improvements in the order set on the adopted priority list. This program meets the City Council's Goals and Objective No. 98-B1 "ALLEYS".</p> <p>These funds will be allocated towards rehabilitation of Ford Road Alley (No. 041) from Parson Street to Ford Road.</p> <p>No Operational Impact.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2010 - 2011

DEPARTMENT PUBLIC SERVICES	DIVISION Engineering	PROGRAM Alley Improvements, 30112
PROJECT TITLE CDBG Street Improvement - Bay Street Alley		PROJECT MANAGER Fariba Fazeli, x-5378
PROJECT ACCOUNT STRING:		ITEM 3
Account	Fund	Org
500000	207	19200
Program	Project	
30112	300136	
		New Project ▼
Priority Classification:		
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.		
	FY 10-11	FY 11-12
	FY 12-13	FY 13-14
	FY 14-15	FY 15-16
	FY 16-17	
Description of Expenditures		
Architect Fees	-	-
Construction	\$ 125,000	-
Engineering Fees	20,000	-
Equipment	-	-
Inspection	-	-
Land Acquisition	-	-
Other Costs (please identify)	-	-
Total	\$ 145,000	\$ -
Description of Resources		
CDBG	\$ 145,000	-
	-	-
	-	-
Total	\$ 145,000	\$ -
Project Justification	Operating Impact: \$ -	
<p>A comprehensive study was conducted Citywide to provide information about the existing condition of the alleys and their rehabilitation cost. The City Council approved a set of alley improvement priorities and recommendations and directed staff to implement alley improvements in the order set on the adopted priority list. This program meets the City Council's Goals and Objective No. 98-B1 "ALLEYS".</p> <p>These funds will be used towards rehabilitation of Bay Street Alley (No. 040) from Ford Road to Parson Street.</p> <p>No Operational Impact.</p>		
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:
		OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2010 - 2011

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Alley Improvements, 30112		
PROJECT TITLE Citywide Unimproved Alley - Coolidge Avenue				PROJECT MANAGER Fariba Fazeli, x-5378		ITEM 4	
PROJECT ACCOUNT STRING:		Account 500000	Fund 201	Org 19200	Program 30112	Project 400012	Existing Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	\$ 200,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Gas Tax	\$ 200,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact: \$ -	
<p>A comprehensive Citywide study was conducted to provide information about the existing conditions of the alleys and their rehabilitation costs. The City Council approved a set of alley improvement priorities and recommendations, and directed staff to implement alley improvements in order listed on the priority order. This program meets the City Council's Goals and Objective No. 98-B1 "ALLEYS".</p> <p>These funds will be used towards rehabilitation of Alley No. 047, Coolidge Ave Alley, between Coolidge Ave and Cleveland Ave, from Paularino Avenue to Baker Street. Design for this alley has already been completed.</p> <p>No Operational Impact.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2010 - 2011

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Storm Drain Imprv, 30122			
PROJECT TITLE Mesa Verde Storm Drain Improvements				PROJECT MANAGER Fariba Fazeli		ITEM 5		
PROJECT ACCOUNT STRING:		Account 500000	Fund 209	Org 19200	Program 30122	Project 550015	New Project ▼	
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 400,000	-	-	-	-	-	-
Engineering Fees		40,000	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 440,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Drainage Fees		\$ 440,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 440,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>A comprehensive study was conducted Citywide to provide information about the City's Storm Drain System, and the cost to upgrade and/or construct new underground facilities Citywide. The City Council approved a set of storm drain improvement project priorities and recommendations and directed staff to upgrade and/or construct storm drain systems as recommended.</p> <p>These funds will be used towards the design and construction cost for Mesa Verde Storm Drain Improvements from Ceylon Drive to Carri Lane.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2010 - 2011

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Curbs & Sidewalks, 30130		
PROJECT TITLE New Sidewalk / Missing Link Program				PROJECT MANAGER Fariba Fazeli, x-5378		ITEM 6	
PROJECT ACCOUNT STRING:		Account 500000	Fund 201	Org 19200	Program 30130	Project 500009	Existing Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Description of Resources							
Gas Tax	\$ 100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact: \$ -	
<p>A comprehensive Citywide study was conducted in 1997 to provide information about missing sidewalk locations, and to supplement and update a previous study conducted by staff in 1995. City Council approved the priorities and recommendations in the report. New sidewalks will be constructed in the highest priority areas, such as around schools, hospitals, convalescent homes, public facilities, bus routes, and arterial highways. This program meets the City Council's Goal and Objective No.98-B7 "SIDEWALKS"</p> <p>No Operational Impact.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2010 - 2011

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Curbs & Sidewalks, 30130		
PROJECT TITLE Parkway Improvement Program				PROJECT MANAGER Fariba Fazeli, x-5378		ITEM 7	
PROJECT ACCOUNT STRING:		Account 500000	Fund 201	Org 19200	Program 30130	Project 500010	Existing Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
		FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16
Description of Expenditures							
Architect Fees		-	-	-	-	-	-
Construction		\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Engineering Fees		-	-	-	-	-	-
Equipment		-	-	-	-	-	-
Inspection		-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-
Total		\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Description of Resources							
Gas Tax		\$ 250,000	-	-	-	-	-
		-	-	-	-	-	-
Total		\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>A Parkway Maintenance Program is essential to remove and replace damaged curb, gutter, and sidewalks and eliminate the City's liability associated with pedestrian accidents. This program is intended to provide funds to permanently repair the damaged concrete improvements within the City right-of-way.</p> <p>These funds will be used to perform the necessary parkway repairs in anticipation of the Residential Street Maintenance Program for the following year. Additionally, ADA accessibility ramps are also constructed as part of this program throughout the City.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2010 - 2011

DEPARTMENT PUBLIC SERVICES	DIVISION Engineering	PROGRAM Curbs & Sidewalks, 30130
PROJECT TITLE Priority Sidewalk Repair		PROJECT MANAGER Fariba Fazeli, x-5378
PROJECT ACCOUNT STRING:		ITEM 8
Account	Fund	Org
500000	201	19200
Program	Project	
30130	500017	
		Existing Project ▼

- Priority Classification:**
- Class I Required by action of the City Council or legislation of another governmental agency.
 - Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service.
 - Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.
 - Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.

	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000						
Description of Resources							
Gas Tax	\$ 50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -					

Project Justification **Operating Impact:** \$ -

A Parkway Maintenance Program is essential to remove and replace damaged curb, gutter, and sidewalk which eliminates the City's liability associated with pedestrian accidents. This program is intended to provide funds to permanently 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 and Recreation Commission. Additionally, ADA accessibility ramps are also constructed as part of this program throughout the City.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:
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CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2010 - 2011

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Curbs and Sidewalks, 30130			
PROJECT TITLE Parkway Reforestation Project				PROJECT MANAGER Bruce Hartley, x5164		ITEM 9		
PROJECT ACCOUNT STRING:		Account 500000	Fund 207	Org 19500	Program 30130	Project 350016	New Project ▼	
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 100,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
CDBG Fund		\$ 100,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ 36,000
<p>The project would include the planting of eight hundred (800) parkway trees in residential public parkways in CDBG qualifying areas. These trees would beautify neighborhoods; provide shading of parked vehicles; reduce urban heating and improve air quality.</p> <p>Operating impacts of \$36,000 including pruning of trees when mature.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2010 - 2011

DEPARTMENT PUBLIC SERVICES		DIVISION Transportation Services			PROGRAM Traffic Operations, 30241			
PROJECT TITLE Victoria School Pedestrian and Bicycle Improvements				PROJECT MANAGER Raja Sethuraman, x-5032		ITEM 10		
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 401 203	Org 19300 19300	Program 30241 30241	Project 450005 450005	New Project ▼	
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		-	\$ 433,245	-	-	-	-	-
Engineering Fees		\$ 45,000	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 45,000	\$ 433,245	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Capital Imprv (SRTS Grant)		\$ 16,005	\$ 433,245	-	-	-	-	-
AQMD		28,995	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 45,000	\$ 433,245	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>This is a multifaceted project developed to maximize the potential for students to walk and bicycle to school. This comprehensive approach involves engineering and safety elements specially tailored for the Victoria School area including constructing sidewalks and handicap ramps, installing pedestrian count-down signal heads, ADA push buttons, new bike racks, and enhancing roadway striping and signing to reduce vehicle speeding.</p> <p>The project includes installation of enhanced crosswalks at 10 intersections, 22 pedestrian count-down signal heads, ADA push buttons at three intersections, in the vicinity of Victoria School.</p> <p>Funding for this project will come from a Safe Route To School grant in the amount of \$449,250 and Air Quality Management District funds in the amount of \$28,995.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2010 - 2011

DEPARTMENT PUBLIC SERVICES		DIVISION Transportation Services			PROGRAM Traffic Operations, 30241			
PROJECT TITLE Broadway Safe Route to School Project				PROJECT MANAGER Raja Sethuraman, x-5032		ITEM 11		
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30241	Project 370031	New Project ▼	
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		-	\$ 939,600	-	-	-	-	-
Engineering Fees		\$ 60,000	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 60,000	\$ 939,600	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
SRTS Grant		\$ 60,000	\$ 939,600	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 60,000	\$ 939,600	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>The segment of Broadway between Fullerton and Tustin Avenues has a street width of 50 feet curb-to-curb. Between Tustin and Irvine Avenues, the roadway narrows to 42 curb-to-curb width. The additional street width, especially between Fullerton and Tustin Avenues, allows for higher volume and speed of traffic, which is not desirable in a residential neighborhood. The project provides for construction of new curb and gutter to create a narrower roadway section on Broadway. Within the additional parkway area, off-street bicycle trail and landscape areas/sidewalks could be added. In addition, the project includes installation of other traffic calming measures such as chokers and medians. These features would be designed to function as additional "traffic calming" measures by further narrowing travel lanes.</p> <p>City has been working with representatives of neighborhood association in development of these measures over the past year and was successful in securing federal Safe Route to School (SRTS) grant in the amount of \$999,600 towards this project.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2010 - 2011

DEPARTMENT PUBLIC SERVICES		DIVISION Transportation Services			PROGRAM Traffic Operations, 30241			
PROJECT TITLE Citywide Bicycle Promotion Project				PROJECT MANAGER David Cho, x-5017		ITEM 12		
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30241	Project 450006	New Project ▼	
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		-	-	-	-	-	-	-
Engineering Fees		\$ 80,000	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Capital Imprv (SRTS Grant)		\$ 80,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>The goal of the project is to promote bicycle usage among children and general public. The project will include the development of a Bicycle Safety Guide and Map that will provide key information regarding bicycle safety tips and regulations. An overall map will also be provided that will show all bike lanes, routes and trails, as well as schools and other points of interest in the City. The map will include current bus routes to assist in planning intra-city and regional trips within Costa Mesa and surrounding areas. The Bicycle Safety Guide and Map will be distributed to all schools as well as other public facilities such as City Hall, libraries, community and recreation centers. The Bicycle Safety Guide and Map will also compliment public outreach and safety programs currently taking place in Costa Mesa schools. The Newport-Mesa Unified School District has identified the need of repairs and upgrades of bicycle racks at Rea and Wilson Elementary School sites and this component is also part of this project.</p> <p>The City of Costa Mesa secured Safe Route to School (SRTS) grant in the amount of \$80,000 for this project.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2010 - 2011

DEPARTMENT PUBLIC SERVICES		DIVISION Maintenance Services			PROGRAM Park Maintenance, 40111			
PROJECT TITLE TeWinkle Park Lake - Repair Leaks in Pipelines/Filter				PROJECT MANAGER Dean Rodia, x-7492		ITEM 13		
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 40111	Project 700091	<div style="border: 1px solid black; padding: 2px;"> New Project ▼ </div>	
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency.								
<input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service.								
<input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.								
<input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 70,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Capital Improvement Fund		\$ 70,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
Repair existing leaks in the main filter return line, circulation lines and clean the bio-filter. These repairs and cleaning will help restore the pumping and filter system back to proper operational conditions. The main filter return line break is located in the lower lake, within the gravel of the bio-filter. The lower lake would need to be drained to complete these repairs. This expenditure would include the cost for water to refill the lower lake.								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2010 - 2011

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Improvements, 40112			
PROJECT TITLE Joann Street Bike Trail				PROJECT MANAGER Bart Mejia, x-5291		ITEM 14		
PROJECT ACCOUNT STRING:		Account 500000	Fund 207	Org 19500	Program 40112	Project 700049	Existing Project ▼	
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 520,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 520,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
CDBG Fund		\$ 520,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 520,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>The Joann Street Bicycle Trail Project starts at the southwest corner of Harbor Boulevard and Fair Drive, just south of the entrance to Fairview Developmental Center. The project then continues south to 2299 Harbor Boulevard where it turns west to approximately 1,000 feet east of Placentia Avenue. The existing trail within the project limits is a 5,100 feet long, 8-foot wide, asphalt paved trail with 4-foot wide earthen planter areas on both sides of the trail.</p> <p>The proposed work is designed to enhance the appearance and safety of the Joann Street Bicycle Trail and consists of the removal and replacement of approximately 2,300 lineal feet of dilapidated fencing of various materials with a 6-foot high fencing, planting of drought tolerant landscaping with smart energy efficient irrigation, installation of new security lighting and rehabilitation of the existing bike trail. The estimated project cost is \$1.722 million. Funding from prior allocations, grants and this request are tabulated below.</p> <p>Park Development: \$ 109,000 AQMD: 271,000 TEA Grant: 500,000 Gas Tax: 322,000 CDBG: <u>520,000</u> Total: \$1,722,000</p> <p>This project is proposed by the Engineering Division</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		



CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2010 - 2011

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Improvements, 40112			
PROJECT TITLE Smallwood Park Improvements				PROJECT MANAGER Bart Mejia, x-5291		ITEM 15		
PROJECT ACCOUNT STRING:		Account 500000	Fund 207	Org 19500	Program 40112	Project 700092	New Project ▼	
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		-	-	-	-	-	-	-
Engineering Fees		\$ 130,000	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
CDBG Fund		\$ 130,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>The proposed scope of work under this project includes the design and construction of improvements south of the ballfield and includes the rehabilitation of existing walkways, restroom facility, sports court and playground, and the construction of a new picnic shelter adjacent to the tot lot. All the new improvements will meet the Americans with Disabilities Act (ADA) requirements. The work is proposed to be implemented in phases as funding becomes available. The amount requested this fiscal year covers the first phase which includes the design of all the improvements, including topographic surveying and geotechnical investigation.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2010-2011 through FISCAL YEAR 2016-2017

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 10-11	FY 11-12	FY 12-13	FY 13-14
TRANSPORTATION				
Traveled Ways				
Street Improvements				
Anton / Sunflower Intersection Improvement	\$ -	\$ -	\$ -	\$ -
Baker St. / Bear St. Intersection Improvement	-	-	-	44,000
Bear St. / SR-73 N/B Ramp-2nd left-turn lane	-	-	-	-
Bristol St. / Baker St. Intersection Improvement	-	-	115,500	412,500
Bristol St. / Sunflower Ave. Intersection Improvement	-	-	115,500	522,500
Bristol St. Widening - I-405 to Baker St.	-	-	-	258,500
Citywide Bicycle Promotion Project	80,000	-	-	-
E. 17th St. / Irvine Avenue Intersection Improvement	-	-	300,000	1,100,000
E. 17th St. / Tustin Avenue Intersection Improvement	-	-	275,000	1,023,000
Fairview Rd. / Baker Street Intersection Widening	-	-	-	-
Fairview Rd. / South Coast Dr. Intersection Improvement	-	-	124,300	649,000
Fairview Rd. / Sunflower Ave. Intersection Improvement	-	-	-	117,700
Harbor Blvd. / Adams Ave. Intersection Improve. (SARX)	-	495,000	825,000	3,300,000
Harbor Blvd. / Gisler Ave. SB Harbor Rt-Turn Lane at Gisler	-	-	-	-
Harbor Blvd. / South Coast Dr. Intersection Improvement	-	-	-	-
Harbor Blvd. / Sunflower Ave. Intersection Improvement	-	-	-	103,400
Harbor Blvd. / Victoria St. E/B Right Turn	-	-	-	93,500
Harbor Blvd. / Wilson St. Intersection Improvement	-	-	48,400	361,900
Harbor Blvd. at Adams & MacArthur - Bus Turnouts	-	-	66,000	330,000
Hyland Ave. / I-405 NB Ramp & South Coast Drive	-	-	-	500,000
Hyland Ave. / MacArthur Bl. Intersection Improve. (SARX)	-	-	-	132,000
Main St. / Sunflower Avenue Intersection Improvement	-	-	-	-
Newport Blvd. Northbound at Del Mar	-	-	-	-
Newport Blvd. Southbound at Fair Drive	-	-	-	-
Placentia Ave. / Victoria St. E/B Right-Turn Lane	-	-	-	-
Red Hill Ave. / Baker St. Intersection Improvement	-	-	-	90,750
Red Hill Ave. / Paularino Ave. Intersection Improvement	-	-	-	83,600
SR-55 Frwy. Extension Downgrade Study	-	-	220,000	-
SR-55 Frwy. N/B / Baker St. Intersection Improvement	-	-	47,300	277,200
SR-55 Frwy. N/B / Paularino Ave. Intersection Improvement	-	-	-	83,600
SR-55 Frwy. S/B / Baker St. Intersection Improvement	-	-	-	62,700
SR-55 Frwy. S/B / Paularino Ave. Intersection Improvement	-	-	-	69,300
Victoria School Pedestrian and Bicycle Improvements	45,000	433,245	-	-
Wilson St. - SR-55 to Fairview Road	-	-	211,750	254,100
Subtotal Street Improvements	\$ 125,000	\$ 928,245	\$ 2,348,750	\$ 9,869,250
Street Maintenance				
CDBG Alley Improvement - Bay Street	\$ 145,000	\$ -	\$ -	\$ -
CDBG Alley Improvement - Ford Road	145,000	-	-	-
CDBG Alley Improvement - Park Drive	-	190,000	-	-
Citywide Street Improvement	1,483,588	3,000,000	3,000,000	3,000,000
Citywide Unimproved Alley - Coolidge Avenue	200,000	-	-	-
Adams Avenue - Fairview Road to Santa Ana River	-	-	-	2,500,000
Arlington Drive - Fairview Road to Newport Blvd.	-	-	-	2,700,000
Baker Street - Harbor Blvd. to Mesa Verde Drive	-	-	-	-
Baker Street - Newport Blvd. to Red Hill Ave.	-	-	-	1,150,000
Bristol Street - I-405 to Easterly City Limits	-	3,000,000	-	-
Bristol Street - Irvine Avenue to Santa Ana Avenue	-	-	-	1,233,000

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2010-2011 through FISCAL YEAR 2016-2017

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 14-15	FY 15-16	FY 16-17	Total
TRANSPORTATION				
Traveled Ways				
Street Improvements				
Anton / Sunflower Intersection Improvement	\$ -	\$ 38,500	\$ 220,000	\$ 258,500
Baker St. / Bear St. Intersection Improvement	52,800	346,500	-	443,300
Bear St. / SR-73 N/B Ramp-2nd left-turn lane	57,200	346,500	-	403,700
Bristol St. / Baker St. Intersection Improvement	550,000	-	-	1,078,000
Bristol St. / Sunflower Ave. Intersection Improvement	863,500	-	-	1,501,500
Bristol St. Widening - I-405 to Baker St.	60,500	2,145,000	-	2,464,000
Citywide Bicycle Promotion Project	-	-	-	80,000
E. 17th St. / Irvine Avenue Intersection Improvement	-	-	-	1,400,000
E. 17th St. / Tustin Avenue Intersection Improvement	-	-	-	1,298,000
Fairview Rd. / Baker Street Intersection Widening	82,500	137,500	515,900	735,900
Fairview Rd. / South Coast Dr. Intersection Improvement	462,000	-	-	1,235,300
Fairview Rd. / Sunflower Ave. Intersection Improvement	283,800	484,000	-	885,500
Harbor Blvd. / Adams Ave. Intersection Improve. (SARX)	-	-	-	4,620,000
Harbor Blvd. / Gisler Ave. SB Harbor Rt-Turn Lane at Gisler	60,500	90,200	380,600	531,300
Harbor Blvd. / South Coast Dr. Intersection Improvement	167,200	104,500	1,669,800	1,941,500
Harbor Blvd. / Sunflower Ave. Intersection Improvement	167,200	457,600	-	728,200
Harbor Blvd. / Victoria St. E/B Right Turn	200,200	495,000	-	788,700
Harbor Blvd. / Wilson St. Intersection Improvement	-	-	-	410,300
Harbor Blvd. at Adams & MacArthur - Bus Turnouts	-	-	-	396,000
Hyland Ave. / I-405 NB Ramp & South Coast Drive	-	-	-	500,000
Hyland Ave. / MacArthur Bl. Intersection Improve. (SARX)	495,000	-	-	627,000
Main St. / Sunflower Avenue Intersection Improvement	200,750	292,050	479,050	971,850
Newport Blvd. Northbound at Del Mar	33,550	207,900	-	241,450
Newport Blvd. Southbound at Fair Drive	68,750	28,050	667,700	764,500
Placentia Ave. / Victoria St. E/B Right-Turn Lane	55,550	83,600	347,050	486,200
Red Hill Ave. / Baker St. Intersection Improvement	694,100	-	-	784,850
Red Hill Ave. / Paularino Ave. Intersection Improvement	502,150	-	-	585,750
SR-55 Frwy. Extension Downgrade Study	-	-	-	220,000
SR-55 Frwy. N/B / Baker St. Intersection Improvement	-	-	-	324,500
SR-55 Frwy. N/B / Paularino Ave. Intersection Improvement	382,250	382,250	-	848,100
SR-55 Frwy. S/B / Baker St. Intersection Improvement	486,200	-	-	548,900
SR-55 Frwy. S/B / Paularino Ave. Intersection Improvement	305,800	-	-	375,100
Victoria School Pedestrian and Bicycle Improvements	-	-	-	478,245
Wilson St. - SR-55 to Fairview Road	1,633,500	-	-	2,099,350
Subtotal Street Improvements	\$ 7,865,000	\$ 5,639,150	\$ 4,280,100	\$ 31,055,495
Street Maintenance				
CDBG Alley Improvement - Bay Street	\$ -	\$ -	\$ -	\$ 145,000
CDBG Alley Improvement - Ford Road	-	-	-	145,000
CDBG Alley Improvement - Park Drive	-	-	-	190,000
Citywide Street Improvement	3,000,000	3,000,000	3,000,000	19,483,588
Citywide Unimproved Alley - Coolidge Avenue	-	-	-	200,000
Adams Avenue - Fairview Road to Santa Ana River	-	-	-	2,500,000
Arlington Drive - Fairview Road to Newport Blvd.	-	-	-	2,700,000
Baker Street - Harbor Blvd. to Mesa Verde Drive	1,392,000	-	-	1,392,000
Baker Street - Newport Blvd. to Red Hill Ave.	-	-	-	1,150,000
Bristol Street - I-405 to Easterly City Limits	-	-	-	3,000,000
Bristol Street - Irvine Avenue to Santa Ana Avenue	-	-	-	1,233,000

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2010-2011 through FISCAL YEAR 2016-2017

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Concrete Bus Pad Installation Citywide	-	50,000	50,000	50,000
Fairview Road - Baker Street to Sunflower Avenue	-	-	-	-
MacArthur Blvd. - 600' W/O Harbor Blvd. to Santa Ana River	-	-	1,000,000	-
Merrimac Way - Harbor Blvd. to Fairview Road	-	2,800,000	-	-
Mesa Verde Dr. - East and West	-	-	4,775,000	-
Newport Blvd. N/B Frontage Rd - 15th Street to 17th Street	-	475,000	-	-
Newport Blvd. S/B Frontage Rd - 16th St. to Industrial Wy	-	605,000	-	-
Paularino Avenue - Bear Street to Bristol Street	-	700,000	-	-
Placentia Ave. - Wilson Street to Adams Avenue	-	-	-	-
Pomona Ave. - 16th to 18th Streets	-	2,000,000	-	-
Red Hill Avenue - Bristol Street to Paularino Avenue	-	4,000,000	-	-
Victoria Street - Harbor Blvd to Santa Ana River	-	-	2,300,000	-
Victoria Street - SR 55 to Harbor Boulevard	-	-	-	-
Wilson St. - Harbor Blvd. to Fountain Way East	-	-	622,500	-
Subtotal Street Maintenance	\$ 1,973,588	\$ 16,820,000	\$ 14,470,000	\$ 10,633,000
Storm Drain Improvements				
Anaheim / Superior SD System Phase IV & V	\$ -	\$ 2,298,990	\$ -	\$ -
Brentwood Avenue Storm Drain System	-	-	793,040	-
Cherry Lake Storm Drain System Phase I, II & III	-	-	-	2,721,600
Cherry Lake Storm Drain System Phase IV & V	-	-	-	-
E. 17th St. Storm Drain System	-	-	-	-
Mesa Verde Storm Drain Improvements	440,000	-	-	-
W. 18th St. Storm Drain System	-	-	-	-
W. 19th St. Storm Drain System	-	-	-	-
Subtotal Storm Drain Improvements	\$ 440,000	\$ 2,298,990	\$ 793,040	\$ 2,721,600
Traffic Operations				
Adams Ave., Fairview Rd, Harbor Blvd. Signal Coord. (SARX)	\$ -	\$ 25,000	\$ 25,000	\$ 25,000
Bear Street Signals	-	-	261,250	-
Citywide Traffic Signal Improvements	-	-	425,000	425,000
Costa Mesa ITS Improvements	-	-	-	-
Fairview Rd / Baker St Signal Modifications (SARX)	-	-	25,000	-
Red Hill Avenue Signal Improvements	-	-	275,000	-
Traffic Signal Installation	-	-	-	180,000
Traffic Signal System Upgrade Project	-	500,000	500,000	500,000
W. Mesa Verde / Adams Ave Signal Modifications (SARX)	-	25,000	-	-
Subtotal Traffic Operations	\$ -	\$ 550,000	\$ 1,511,250	\$ 1,130,000
Curbs and Sidewalks				
New Sidewalks / Missing Link Sidewalks	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Parkway Improvements	250,000	250,000	250,000	250,000
Parkway Reforestation Project	100,000	-	-	-
Sidewalk Repair	50,000	50,000	50,000	50,000
Subtotal Curbs and Sidewalks	\$ 500,000	\$ 400,000	\$ 400,000	\$ 400,000
TOTAL TRANSPORTATION	\$ 3,038,588	\$ 20,997,235	\$ 19,523,040	\$ 24,753,850

COMMUNITY HEALTH & ENVIRONMENT**Beautification****Parkway and Median Improvements**

Arterial Wall Cost Share Program	\$ -	\$ 15,000	\$ 15,000	\$ 15,000
Broadway Safe Route to School Project	60,000	939,600	-	-

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2010-2011 through FISCAL YEAR 2016-2017

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 14-15	FY 15-16	FY 16-17	Total
Concrete Bus Pad Installation Citywide	50,000	50,000	50,000	300,000
Fairview Road - Baker Street to Sunflower Avenue	2,397,000	-	-	2,397,000
MacArthur Blvd. - 600' W/O Harbor Blvd. to Santa Ana River	-	-	-	1,000,000
Merrimac Way - Harbor Blvd. to Fairview Road	-	-	-	2,800,000
Mesa Verde Dr. - East and West	-	-	-	4,775,000
Newport Blvd. N/B Frontage Rd - 15th Street to 17th Street	-	-	-	475,000
Newport Blvd. S/B Frontage Rd - 16th St. to Industrial Wy	-	-	-	605,000
Paularino Avenue - Bear Street to Bristol Street	-	-	-	700,000
Placentia Ave. - Wilson Street to Adams Avenue	-	2,656,000	-	2,656,000
Pomona Ave. - 16th to 18th Streets	-	-	-	2,000,000
Red Hill Avenue - Bristol Street to Paularino Avenue	-	-	-	4,000,000
Victoria Street - Harbor Blvd to Santa Ana River	-	-	-	2,300,000
Victoria Street - SR 55 to Harbor Boulevard	-	2,095,000	-	2,095,000
Wilson St. - Harbor Blvd. to Fountain Way East	-	-	-	622,500
Subtotal Street Maintenance	\$ 7,839,000	\$ 7,801,000	\$ 3,050,000	\$ 62,586,588
Storm Drain Improvements				
Anaheim / Superior SD System Phase IV & V	\$ -	\$ -	\$ -	\$ 2,298,990
Brentwood Avenue Storm Drain System	-	-	-	793,040
Cherry Lake Storm Drain System Phase I, II & III	-	-	-	2,721,600
Cherry Lake Storm Drain System Phase IV & V	2,009,360	-	-	2,009,360
E. 17th St. Storm Drain System	-	1,176,785	-	1,176,785
Mesa Verde Storm Drain Improvements	-	-	-	440,000
W. 18th St. Storm Drain System	-	653,490	-	653,490
W. 19th St. Storm Drain System	823,390	-	-	823,390
Subtotal Storm Drain Improvements	\$ 2,832,750	\$ 1,830,275	\$ -	\$ 10,916,655
Traffic Operations				
Adams Ave., Fairview Rd, Harbor Blvd. Signal Coord. (SARX)	\$ 25,000	\$ -	\$ -	\$ 100,000
Bear Street Signals	-	-	-	261,250
Citywide Traffic Signal Improvements	-	-	-	850,000
Costa Mesa ITS Improvements	-	1,530,000	-	1,530,000
Fairview Rd / Baker St Signal Modifications (SARX)	-	-	-	25,000
Red Hill Avenue Signal Improvements	-	-	-	275,000
Traffic Signal Installation	-	190,000	-	370,000
Traffic Signal System Upgrade Project	1,000,000	-	-	2,500,000
W. Mesa Verde / Adams Ave Signal Modifications (SARX)	-	-	-	25,000
Subtotal Traffic Operations	\$ 1,025,000	\$ 1,720,000	\$ -	\$ 5,936,250
Curbs and Sidewalks				
New Sidewalks / Missing Link Sidewalks	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
Parkway Improvements	250,000	250,000	250,000	1,500,000
Parkway Reforestation Project	-	-	-	100,000
Sidewalk Repair	50,000	50,000	50,000	300,000
Subtotal Curbs and Sidewalks	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,500,000
TOTAL TRANSPORTATION	\$ 19,961,750	\$ 17,390,425	\$ 7,730,100	\$ 113,394,988

COMMUNITY HEALTH & ENVIRONMENT**Beautification****Parkway and Median Improvements**

Arterial Wall Cost Share Program	\$ 15,000	\$ 15,000	\$ 15,000	\$ 90,000
Broadway Safe Route to School Project	-	-	-	999,600

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2010-2011 through FISCAL YEAR 2016-2017

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Gisler Avenue Bike Trail Landscape	-	-	165,000	-
Neighborhood Entryways	-	-	-	200,000
Harbor Blvd Landscape - 19th St to Gisler Ave	-	-	-	-
Newport Blvd. Landscape - 19th St. to Bristol St.	-	-	1,000,000	-
Street Median Improvement Projects	-	250,000	250,000	250,000
Subtotal Parkway & Median Improvements	\$ 60,000	\$ 1,204,600	\$ 1,430,000	\$ 465,000
Park Improvements				
Brentwood Park Master Plan Implementation	\$ -	\$ -	\$ 250,000	\$ 500,000
Canyon Park - New Restroom	-	-	-	650,000
Canyon Park - Slope Stability Implementation	-	-	250,000	250,000
City Entry Monument Sign - Harbor Boulevard	-	-	50,000	-
Costa Mesa HS Field Design	-	-	1,500,000	-
Davis School Field Design	-	-	500,000	-
Fairview Developmental Center Sports Complex Phase II	-	-	-	500,000
Fairview Park Amphitheater	-	-	-	450,000
Fairview Park Improvements	-	-	-	250,000
Fairview Park Riparian Habitat Phase I	-	-	500,000	-
Fairview Park Wetlands	-	-	-	3,000,000
Fairview Park - Placentia Ave Connector Trail	-	-	400,000	-
Fairview Park Downhill Trail Rehabilitation	-	-	50,000	400,000
Gisler Park - New Picnic Shelter	-	-	-	-
Harper Park - Expand Park	-	-	-	1,250,000
Heller Park - 2 New Lighted Basketball Courts	-	-	-	-
Joann Street Bike Trail Improvements	520,000	-	-	-
Lindbergh Park - 1 New Half Court Basketball Court	-	-	-	-
Lindbergh Park - Expand Park	-	-	-	-
Lions Park (Davis Field) Lighting	-	250,000	-	-
Lions Park Playground and Picnic Shelter	-	-	-	1,200,000
Marina View Park - 1 New Half Court Basketball Court	-	-	-	-
Moon Park - 1 New Half Court Basketball Court	-	-	-	-
Park Monument Signage	-	-	50,000	50,000
Park Security Lighting Replacement	-	-	400,000	400,000
Pinkley Park - 2 New Tennis Courts	-	-	-	-
Smallwood Park Playground and Sports Court	130,000	150,000	-	-
Smallwood Park Security Lighting	-	-	150,000	-
Tanager Park - 2 New Tennis Courts	-	-	-	-
TeWinkle & California Schools Field Design/Phase I Construction	-	-	1,200,000	-
TeWinkle Park - 2 New Half Court Basketball Courts	-	-	-	150,000
TeWinkle Park - 2 New Tennis Courts	-	-	-	-
TeWinkle Park - 2 Sand Volleyball Courts	-	-	-	-
TeWinkle Park - Drainage Swale - North Boundary	-	-	-	400,000
TeWinkle Park - Landscape Buffer North Boundary	-	-	-	300,000
TeWinkle Park - Landscape Median & Crosswalk @Junipero Dr.	-	-	-	250,000
TeWinkle Park - New Restroom - Lake Area	-	-	-	-
TeWinkle Park - New Tot Lot East of Junipero Dr.	-	-	-	-
TeWinkle Park - Presidio Square Restroom Demolition	-	-	-	-
Vista Park - Picnic Shelter	-	-	-	-
Wakeham Park - 2 New Tennis Courts	-	-	-	-
Subtotal Park Improvements	\$ 650,000	\$ 400,000	\$ 5,300,000	\$ 10,000,000

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2010-2011 through FISCAL YEAR 2016-2017

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 14-15	FY 15-16	FY 16-17	Total
Gisler Avenue Bike Trail Landscape	-	-	-	165,000
Neighborhood Entryways	150,000	150,000	150,000	650,000
Harbor Blvd Landscape - 19th St to Gisler Ave	100,000	100,000	100,000	300,000
Newport Blvd. Landscape - 19th St. to Bristol St.	-	-	-	1,000,000
Street Median Improvement Projects	250,000	-	-	1,000,000
Subtotal Parkway & Median Improvements	\$ 515,000	\$ 265,000	\$ 265,000	\$ 4,204,600
Park Improvements				
Brentwood Park Master Plan Implementation	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,250,000
Canyon Park - New Restroom	-	-	-	650,000
Canyon Park - Slope Stability Implementation	-	-	-	500,000
City Entry Monument Sign - Harbor Boulevard	-	-	-	50,000
Costa Mesa HS Field Design	18,000,000	-	-	19,500,000
Davis School Field Design	-	5,000,000	-	5,500,000
Fairview Developmental Center Sports Complex Phase II	2,000,000	2,000,000	1,000,000	5,500,000
Fairview Park Amphitheater	-	-	-	450,000
Fairview Park Improvements	250,000	250,000	250,000	1,000,000
Fairview Park Riparian Habitat Phase I	-	-	-	500,000
Fairview Park Wetlands	1,000,000	1,000,000	1,000,000	6,000,000
Fairview Park - Placentia Ave Connector Trail	-	-	-	400,000
Fairview Park Downhill Trail Rehabilitation	-	-	-	450,000
Gisler Park - New Picnic Shelter	185,000	-	-	185,000
Harper Park - Expand Park	-	-	-	1,250,000
Heller Park - 2 New Lighted Basketball Courts	275,000	-	-	275,000
Joann Street Bike Trail Improvements	-	-	-	520,000
Lindbergh Park - 1 New Half Court Basketball Court	75,000	-	-	75,000
Lindbergh Park - Expand Park	1,300,000	-	-	1,300,000
Lions Park (Davis Field) Lighting	-	-	-	250,000
Lions Park Playground and Picnic Shelter	-	-	-	1,200,000
Marina View Park - 1 New Half Court Basketball Court	-	80,000	-	80,000
Moon Park - 1 New Half Court Basketball Court	-	80,000	-	80,000
Park Monument Signage	50,000	-	-	150,000
Park Security Lighting Replacement	400,000	-	-	1,200,000
Pinkley Park - 2 New Tennis Courts	150,000	-	-	150,000
Smallwood Park Playground and Sports Court	-	-	-	280,000
Smallwood Park Security Lighting	-	-	-	150,000
Tanager Park - 2 New Tennis Courts	-	150,000	-	150,000
TeWinkle & California Schools Field Design/Phase I Construction	3,000,000	4,000,000	3,000,000	11,200,000
TeWinkle Park - 2 New Half Court Basketball Courts	-	-	-	150,000
TeWinkle Park - 2 New Tennis Courts	-	150,000	-	150,000
TeWinkle Park - 2 Sand Volleyball Courts	-	-	150,000	150,000
TeWinkle Park - Drainage Swale - North Boundary	-	-	-	400,000
TeWinkle Park - Landscape Buffer North Boundary	-	-	-	300,000
TeWinkle Park - Landscape Median & Crosswalk @Junipero Dr.	-	-	-	250,000
TeWinkle Park - New Restroom - Lake Area	-	650,000	-	650,000
TeWinkle Park - New Tot Lot East of Junipero Dr.	500,000	-	-	500,000
TeWinkle Park - Presidio Square Restroom Demolition	250,000	-	-	250,000
Vista Park - Picnic Shelter	-	165,000	-	165,000
Wakeham Park - 2 New Tennis Courts	150,000	-	-	150,000
Subtotal Park Improvements	\$ 28,085,000	\$ 14,025,000	\$ 5,900,000	\$ 64,360,000

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2010-2011 through FISCAL YEAR 2016-2017

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Park Maintenance				
Del Mesa Park - Replace Existing Shelter and Concrete	\$ -	\$ 65,000	\$ -	\$ -
Del Mesa Park - Replace Walkway Lights	-	-	45,000	-
Gisler Park - Replace Concrete Service Walkway	-	-	-	75,000
Gisler Park - Replace Existing Shelter	-	65,000	-	-
Heller Park - New Shelter Near Tot Lot	-	-	-	40,000
Heller Park - Replace Security Lighting	-	-	125,000	-
Lions Park - Shelter Replace Roof & Repair Water Damage	-	30,000	-	-
Lions Park - Shelter Replace Walkway Lighting	-	-	60,000	-
Pinkley Park - Tot Lot Improvements	-	-	-	80,000
Shiffer Park - Replace Concrete Sidewalk/Access Path to Cell Tower	-	-	40,000	-
TeWinkle Park - Lake Leak Repairs (Falls & Edges)	-	100,000	-	-
TeWinkle Park - Lake Leak Repairs (Pipelines/Filter)	70,000	-	-	-
Vista Park - New Shelter (Master Plan)	-	-	-	-
Wakeham Park - Remove and Construct Telephone Pole Perimeter	-	-	50,000	-
Wakeham Park - Replace ADA-Approved Surfacing	-	-	30,000	-
Wakeham Park - Replace Playground Equipment	-	-	110,000	-
Wilson Park - Replace Existing Restroom w/Pre-Fabricated	-	-	225,000	-
Wilson Park - Replace Existing Shelter and Concrete	-	75,000	-	-
Various Parks - Remove and Replace Damaged Concrete	-	50,000	50,000	50,000
Various Parks - Resurface Parking Lots	-	25,000	25,000	25,000
Subtotal Park Maintenance	\$ 70,000	\$ 410,000	\$ 760,000	\$ 270,000
Sanitation				
Water Quality				
NPDES Best Management Practices Implementation	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
Subtotal Water Quality	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
TOTAL COMMUNITY HEALTH & ENVIRONMENT	\$ 780,000	\$ 2,064,600	\$ 7,540,000	\$ 10,785,000
LEISURE & COMMUNITY SERVICES				
Community Programs				
Construct Soccer Field	\$ -	\$ -	\$ -	\$ -
Construct Youth Baseball Fields (2)	-	-	-	-
Recreation Use Concept Plans, Various Properties	-	-	50,000	50,000
Subtotal Community Programs	\$ -	\$ -	\$ 50,000	\$ 50,000
TOTAL LEISURE & COMMUNITY SERVICES	\$ -	\$ -	\$ 50,000	\$ 50,000
GENERAL GOVERNMENT SUPPORT				
Facilities Maintenance				
Balearic Center - ADA Upgrades	\$ -	\$ -	\$ 75,000	\$ -
Balearic Center - Electrical Service Distribution	-	45,000	-	-
Balearic Center - Exterior Doors	-	-	-	28,000
Balearic Center - Fire Protection Sprinklers	-	-	115,000	-
Balearic Center - HVAC Unit - Heating Furnace	-	-	-	175,000
Balearic Center - Plumbing Fixtures	-	-	70,000	-
City Hall - Centralized Clock System	-	-	75,000	-
City Hall - Domestic Water Distribution	-	-	-	81,179
City Hall - HVAC Cooling & Generating System	-	-	-	-
City Hall - Paint Exterior	-	-	-	-
City Hall - Plumbing Fixtures	-	-	-	-

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2010-2011 through FISCAL YEAR 2016-2017

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 14-15	FY 15-16	FY 16-17	Total
Park Maintenance				
Del Mesa Park - Replace Existing Shelter and Concrete	\$ -	\$ -	\$ -	\$ 65,000
Del Mesa Park - Replace Walkway Lights	-	-	-	45,000
Gisler Park - Replace Concrete Service Walkway	-	-	-	75,000
Gisler Park - Replace Existing Shelter	-	-	-	65,000
Heller Park - New Shelter Near Tot Lot	-	-	-	40,000
Heller Park - Replace Security Lighting	-	-	-	125,000
Lions Park - Shelter Replace Roof & Repair Water Damage	-	-	-	30,000
Lions Park - Shelter Replace Walkway Lighting	-	-	-	60,000
Pinkley Park - Tot Lot Improvements	-	-	-	80,000
Shiffer Park - Replace Concrete Sidewalk/Access Path to Cell Tower	-	-	-	40,000
TeWinkle Park - Lake Leak Repairs (Falls & Edges)	-	-	-	100,000
TeWinkle Park - Lake Leak Repairs (Pipelines/Filter)	-	-	-	70,000
Vista Park - New Shelter (Master Plan)	75,000	-	-	75,000
Wakeham Park - Remove and Construct Telephone Pole Perimeter	-	-	-	50,000
Wakeham Park - Replace ADA-Approved Surfacing	-	-	-	30,000
Wakeham Park - Replace Playground Equipment	-	-	-	110,000
Wilson Park - Replace Existing Restroom w/Pre-Fabricated	-	-	-	225,000
Wilson Park - Replace Existing Shelter and Concrete	-	-	-	75,000
Various Parks - Remove and Replace Damaged Concrete	50,000	-	-	200,000
Various Parks - Resurface Parking Lots	25,000	-	-	100,000
Subtotal Park Maintenance	\$ 150,000	\$ -	\$ -	\$ 1,660,000
Sanitation				
Water Quality				
NPDES Best Management Practices Implementation	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
Subtotal Water Quality	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
TOTAL COMMUNITY HEALTH & ENVIRONMENT	\$ 28,800,000	\$ 14,340,000	\$ 6,215,000	\$ 70,524,600
LEISURE & COMMUNITY SERVICES				
Community Programs				
Construct Soccer Field	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000
Construct Youth Baseball Fields (2)	-	-	-	-
Recreation Use Concept Plans, Various Properties	50,000	-	-	150,000
Subtotal Community Programs	\$ 50,000	\$ -	\$ 1,000,000	\$ 1,150,000
TOTAL LEISURE & COMMUNITY SERVICES	\$ 50,000	\$ -	\$ 1,000,000	\$ 1,150,000
GENERAL GOVERNMENT SUPPORT				
Facilities Maintenance				
Balearic Center - ADA Upgrades	\$ -	\$ -	\$ -	\$ 75,000
Balearic Center - Electrical Service Distribution	-	-	-	45,000
Balearic Center - Exterior Doors	-	-	-	28,000
Balearic Center - Fire Protection Sprinklers	-	-	-	115,000
Balearic Center - HVAC Unit - Heating Furnace	-	-	-	175,000
Balearic Center - Plumbing Fixtures	-	-	-	70,000
City Hall - Centralized Clock System	-	-	-	75,000
City Hall - Domestic Water Distribution	-	-	-	81,179
City Hall - HVAC Cooling & Generating System	4,500,000	-	-	4,500,000
City Hall - Paint Exterior	200,000	-	-	200,000
City Hall - Plumbing Fixtures	-	260,099	-	260,099

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2010-2011 through FISCAL YEAR 2016-2017

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 10-11	FY 11-12	FY 12-13	FY 13-14
City Hall - Replace Roof	-	400,000	-	-
City Hall - Replace Roof on Exterior Walkway Canopy	-	-	95,000	-
City Hall - Wall Finishes / Carpet Finishes	-	-	-	564,000
Communications - Exterior Paint & Abatement	-	-	-	20,000
Communications - Floor Finishes	-	-	-	-
Corp Yard - Automate Front Gate/Security System	-	-	-	45,000
Corp Yard - HVAC Terminal and Package Units	-	40,000	-	-
Corp Yard - Wall Finishes	-	15,000	-	-
Corp Yard Fleet - CNG Fastfill	-	-	150,000	-
Corp Yard Fleet - Electrical Service Distribution	-	43,000	-	-
Corp Yard Fleet - Emergency Generator	-	-	-	90,000
Corp Yard Fleet - Remove 1-2 of 4 UST/Install Above-Ground Tanks	-	-	-	165,000
Corp Yard Fleet - Remove 3-4 of 4 UST/Install Above-Ground Tanks	-	-	-	-
Corp Yard Fleet - Replace Concrete Apron NPDES	-	-	40,000	-
Corp Yard Warehouse - Exterior Doors	-	-	25,000	-
Costa Mesa Tennis Center - Floor Finishes	-	-	-	30,000
Costa Mesa Tennis Center - Fumigate/Repair	-	-	-	30,000
Costa Mesa Tennis Center - Master Plan Improvements	-	30,000	-	-
Costa Mesa Tennis Center - Plumbing Fixtures	-	-	-	9,821
Costa Mesa Tennis Center - Replace Tennis Fencing	-	-	-	-
Costa Mesa Tennis Center - Replace Tennis Lighting	-	-	300,000	-
Downtown Recreation Center - Repair Pool Deck	-	50,000	-	-
Downtown Recreation Center - Repair Pool Plaster	-	100,000	-	-
Downtown Recreation Center - Wall Finishes	-	-	-	-
Fire Station #1 - Replace Backup Generator	-	40,000	-	-
Fire Station #2 - Communications and Security	-	-	-	-
Fire Station #2 - Electrical Service Distribution	-	-	-	-
Fire Station #2 - Interior Doors and Fittings	-	-	-	-
Fire Station #2 - Lighting and Branch Wiring	-	-	-	-
Fire Station #2 - Remove UST/Install Above-Ground Tank	-	-	-	100,000
Fire Station #3 - Fitting and Ceiling Finishes	-	-	-	-
Fire Station #3 - Remove UST/Install Above-Ground Tank	-	-	-	-
Fire Station #3 - Replace Roof	-	-	95,000	-
Fire Station #4 - Repair Concrete Damage at Fire Tower	-	-	85,000	-
Fire Station #4 - Replace/Relocate Stationary Generator	-	-	90,000	-
Fire Station #5 - Exterior Doors	-	-	-	-
Fire Station #6 - Remove UST/Install Above-Ground Tank	-	-	-	-
Mesa Verde Library - Floor Coverings	-	59,000	-	-
Mesa Verde Library - HVAC Replacement	-	25,000	-	-
Mesa Verde Library - Interior Paint/Wall Finishes	-	18,000	-	-
Mesa Verde Library - Plumbing Fixtures	-	28,000	-	-
Neighborhood Comm Ctr - Floor Finishes	-	-	50,000	-
Neighborhood Comm Ctr - Wall Finishes	-	-	-	90,000
Police Station - Domestic Water Distribution	-	-	-	51,574
Police Station - Electrical Services Distribution	-	-	-	-
Police Station - Exterior Painted Surfaces	-	-	-	-
Police Station - HVAC/Cooling Generator	-	-	-	-
Police Station - Lighting and Branch Wiring	-	-	-	2,204,232
Police Station - Other Electrical Systems	-	-	-	210,812
Police Station - Plumbing Fixtures	-	-	-	-

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2010-2011 through FISCAL YEAR 2016-2017

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 14-15	FY 15-16	FY 16-17	Total
City Hall - Replace Roof	-	-	-	400,000
City Hall - Replace Roof on Exterior Walkway Canopy	-	-	-	95,000
City Hall - Wall Finishes / Carpet Finishes	564,000	564,000	564,000	2,256,000
Communications - Exterior Paint & Abatement	-	-	-	20,000
Communications - Floor Finishes	50,000	-	-	50,000
Corp Yard - Automate Front Gate/Security System	-	-	-	45,000
Corp Yard - HVAC Terminal and Package Units	-	-	-	40,000
Corp Yard - Wall Finishes	-	-	-	15,000
Corp Yard Fleet - CNG Fastfill	-	-	-	150,000
Corp Yard Fleet - Electrical Service Distribution	-	-	-	43,000
Corp Yard Fleet - Emergency Generator	-	-	-	90,000
Corp Yard Fleet - Remove 1-2 of 4 UST/Install Above-Ground Tanks	-	-	-	165,000
Corp Yard Fleet - Remove 3-4 of 4 UST/Install Above-Ground Tanks	175,000	-	-	175,000
Corp Yard Fleet - Replace Concrete Apron NPDES	-	-	-	40,000
Corp Yard Warehouse - Exterior Doors	-	-	-	25,000
Costa Mesa Tennis Center - Floor Finishes	-	-	-	30,000
Costa Mesa Tennis Center - Fumigate/Repair	-	-	-	30,000
Costa Mesa Tennis Center - Master Plan Improvements	-	-	-	30,000
Costa Mesa Tennis Center - Plumbing Fixtures	-	-	-	9,821
Costa Mesa Tennis Center - Replace Tennis Fencing	115,000	-	-	115,000
Costa Mesa Tennis Center - Replace Tennis Lighting	-	-	-	300,000
Downtown Recreation Center - Repair Pool Deck	-	-	-	50,000
Downtown Recreation Center - Repair Pool Plaster	-	-	-	100,000
Downtown Recreation Center - Wall Finishes	75,000	-	-	75,000
Fire Station #1 - Replace Backup Generator	-	-	-	40,000
Fire Station #2 - Communications and Security	45,000	-	-	45,000
Fire Station #2 - Electrical Service Distribution	34,500	-	-	34,500
Fire Station #2 - Interior Doors and Fittings	29,000	-	-	29,000
Fire Station #2 - Lighting and Branch Wiring	120,000	-	-	120,000
Fire Station #2 - Remove UST/Install Above-Ground Tank	-	-	-	100,000
Fire Station #3 - Fitting and Ceiling Finishes	77,000	-	-	77,000
Fire Station #3 - Remove UST/Install Above-Ground Tank	135,000	-	-	135,000
Fire Station #3 - Replace Roof	-	-	-	95,000
Fire Station #4 - Repair Concrete Damage at Fire Tower	-	-	-	85,000
Fire Station #4 - Replace/Relocate Stationary Generator	-	-	-	90,000
Fire Station #5 - Exterior Doors	50,000	-	-	50,000
Fire Station #6 - Remove UST/Install Above-Ground Tank	-	150,000	-	150,000
Mesa Verde Library - Floor Coverings	-	-	-	59,000
Mesa Verde Library - HVAC Replacement	-	-	-	25,000
Mesa Verde Library - Interior Paint/Wall Finishes	-	-	-	18,000
Mesa Verde Library - Plumbing Fixtures	-	-	-	28,000
Neighborhood Comm Ctr - Floor Finishes	-	-	-	50,000
Neighborhood Comm Ctr - Wall Finishes	-	-	-	90,000
Police Station - Domestic Water Distribution	-	-	-	51,574
Police Station - Electrical Services Distribution	-	-	315,499	315,499
Police Station - Exterior Painted Surfaces	-	-	185,000	185,000
Police Station - HVAC/Cooling Generator	3,433,489	-	-	3,433,489
Police Station - Lighting and Branch Wiring	-	-	-	2,204,232
Police Station - Other Electrical Systems	-	-	-	210,812
Police Station - Plumbing Fixtures	-	306,754	-	306,754

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2010-2011 through FISCAL YEAR 2016-2017

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Police Station - Replace Backup Generator	-	-	600,000	-
Police Substation - ADA Upgrades	-	-	-	80,000
Police Substation - Wall and Floor Finishes	-	-	-	120,000
Vacant Tree Sites - 1 of 10 Installments of 8,743 Vacant Tree Locations	-	87,500	87,500	87,500
Various Locations - Remove and Replace Damaged Concrete	-	50,000	50,000	50,000
TOTAL GENERAL GOVERNMENT SUPPORT	\$ -	\$ 1,030,500	\$ 2,002,500	\$ 4,232,118
GRAND TOTAL	\$ 3,818,588	\$ 24,092,335	\$ 29,115,540	\$ 39,820,968

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2010-2011 through FISCAL YEAR 2016-2017

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 14-15	FY 15-16	FY 16-17	Total
Police Station - Replace Backup Generator	-	-	-	600,000
Police Substation - ADA Upgrades	-	-	-	80,000
Police Substation - Wall and Floor Finishes	-	-	-	120,000
Vacant Tree Sites - 1 of 10 Installments of 8,743 Vacant Tree Locations	87,500	87,500	87,500	525,000
Various Locations - Remove and Replace Damaged Concrete	50,000	-	-	200,000
TOTAL GENERAL GOVERNMENT SUPPORT	\$ 9,740,489	\$ 1,368,353	\$ 1,151,999	\$ 19,525,959
GRAND TOTAL	\$ 58,552,239	\$ 33,098,778	\$ 16,097,099	\$ 204,595,547





COSTA MESA REDEVELOPMENT AGENCY

The Costa Mesa Redevelopment Agency (RDA) was established by Ordinance No. 72.2 of the Costa Mesa City Council and adopted on January 17, 1972, pursuant to the Community Redevelopment Law of California, as codified in Section 33000 of the California Health and Safety Code.

The principal objectives of the Agency are to prepare and carry out plans for the improvement, rehabilitation and development of blighted areas within the defined boundaries of the redevelopment area. The principal project of the Agency is known as the Downtown Redevelopment Project, which was approved by Ordinance No. 73-44 at the meeting of the Costa Mesa City Council on December 24, 1973. The plan was amended to add area No. 2 by Ordinance No. 77-27 approved on July 5, 1977. Ordinance No. 77-36 approved August 1, 1977, amended the plan to resolve inconsistencies between the plan and the City's General Plan and improve the procedures for processing combined Agency and City permits. Ordinance No. 80-22 approved on November 17, 1980, amended the plan to add area No. 3.

Although the Redevelopment Agency, on February 15, 2005, voted to discontinue the expansion of the Costa Mesa Downtown Project Area along West 19th Street, the City created Master Urban Plans for the Westside and south Bristol Street, which provide additional opportunities for private redevelopment to occur within the designed areas. With only five years remaining for the conclusion of the Downtown Project Area in 2014, the Agency may continue to collect tax increment funds through 2024 to amortize and pay off the remaining debt.

The FY 10-11 adopted budget continues funding for most of the administrative functions at similar levels as the FY 09-10 budget. The Agency's Low/Mod Programs include the Single-Family Rehabilitation Loan and Grants Program and the Neighborhood Stabilization Program. Funds remaining, after the above existing programs are funded, are reserved for future affordable housing projects.



**REDEVELOPMENT AGENCY
AGENDA REPORT**

**ITEM NO: IX. 2
MEETING DATE: 05/11/10**

**SUBJECT: CONSIDERATION OF BUDGET ADOPTION FOR FISCAL YEAR
2010-2011**

DATE : APRIL 19, 2010

FROM: BOBBY YOUNG. BUDGET AND RESEARCH OFFICER, 714-754-5241

CONTACT: BOBBY YOUNG, BUDGET AND RESEARCH OFFICER, 714-754-5241

RECOMMENDATION:

Adopt Resolution approving the proposed budget of the Costa Mesa Redevelopment Agency for fiscal year 2010-2011.

BACKGROUND:

The fiscal year 2010-2011 proposed budget is presented in two parts: the first part is a summary of the budget highlights (analysis section); the second part is a detail of proposed operating appropriations (Attachment #1).

ANALYSIS:

The fiscal year 2010-2011 proposed budget details total estimated revenue, total appropriations, and utilization of fund balance as follows:

	<u>Low/Moderate Housing</u>	<u>Tax Increment</u>	<u>Downtown Project</u>	<u>Combined Totals</u>
2010-2011 Est. Revenue	\$ 873,250	\$ 3,225,804	\$ 1,339,364	\$ 5,438,418
2010-2011 Appropriations	<u>(873,250)</u>	<u>(3,225,804)</u>	<u>(772,282)</u>	<u>(4,871,336)</u>
Total Excess Revenues (Appropriations)	0	0	567,082	567,082
2010-2011 Projected Beginning Fund Balance	<u>576,869</u>	<u>0</u>	<u>1,462,842</u>	<u>2,039,711</u>
2010-2011 Proj. Ending Fund Balance	<u>\$ 576,869</u>	<u>\$ 0</u>	<u>\$2,029,924</u>	<u>\$2,606,793</u>

A. Budget Highlights

- Full funding of the Redevelopment Agency's low and moderate income housing set aside requirement for fiscal year 2010-2011.
- Full funding of the interest and principal portions of the Agency's promissory note to the City of Costa Mesa in the amount of \$1,299,705, based on the amortization schedule.
- Funding in the amount of \$432,282 in the Downtown Project Fund for administration.
- Funding in the amount of \$240,225 in the Low/Moderate Housing Fund for administration.
- Funding in the amount of \$602,875 in the Low/Moderate Housing Fund for the Single Family Residence (SFR) Rehabilitation Loan and Grant programs. These funds include salaries for two (2) full time staff, 2 loans, 30 grants, and all lead testing and operational costs for the programs.
- Funding in the amount of \$10,100 in the Low/Moderate Housing Fund for operational costs for the existing participants of the First Time Home Buyer program. No new assistance funds are budgeted due to lack of available funding.
- Funding in the amount of \$20,050 in the Low/Moderate Housing Fund for the Neighborhood Stabilization Program (NSP1) for anticipated legal and consulting costs. Outstanding issues include finalization of the homebuyer documents, escrow costs related to sale of the rehabilitated homes, and review of developer costs after homes sales are completed. No new assistance funds are budgeted.

Affordable Housing Projects:

- In February, 2010, \$248,629 in low-mod funds which were originally appropriated to the canceled Bethel Towers Rehabilitation Project, were reappropriated to the Baker Street Senior Apartment Project. These funds are not reflected in the current operating budget but are included in the available balance. Although the Baker Street Project is still in negotiations, it is anticipated that the Project will require the full available low-mod balance of \$576,869¹ in order to be feasible. The project is currently being reviewed by staff to determine feasibility. Once project costs and the scope have been finalized, staff will return to the Redevelopment Agency for formal project approval and full appropriation of the required project funds.

¹ The available balance of \$576, 869 includes the original appropriation of \$248,629.

Highlights of existing projects include the following:

- In fiscal year 2008-2009, the Agency approved \$628,000 for the Lion's Park Ballfield Lighting project. Since that time additional funds were needed to (1) complete the SR-55 Gateway Median Improvement project (\$40,000) and to fund (2) the State mandated Supplemental Education Revenue Augmentation Fund payment (\$300,000). As a result, \$340,000 were approved by the Agency for transferred to the above mentioned projects and work on Lion's Park Ballfield Lighting was temporarily deferred. Now, in moving forward with the construction phase of Lion's Park Lighting funding in the amount of \$340,000 is included to return funding to the project.

ALTERNATIVE CONSIDERED:

An alternative to adopting this budget for the Agency would be to adopt a modified budget (specified changes to the proposed budget based upon direction received from the Agency Board). As presented, the proposed budget reflects the funding necessary to meet the Agency's current needs and future requirements for all projects.

FISCAL REVIEW:

Low/Moderate Income Housing and Downtown Project Funds

As illustrated in the combined totals for all funds (within the table on page 1), there is sufficient resources in the Low/Moderate Income Housing and Downtown Project Funds to adequately support the proposed budget for the fiscal year 2010-2011.

Tax Increment Fund

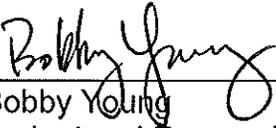
As illustrated in the combined totals for all funds (within the table on page 1), the Tax Increment Fund has sufficient resources to fully fund debt obligations for the fiscal year 2010-2011.

LEGAL REVIEW:

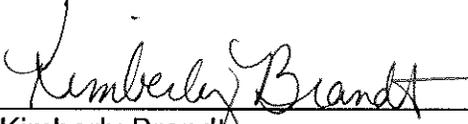
Resolutions approved as to form.

CONCLUSION:

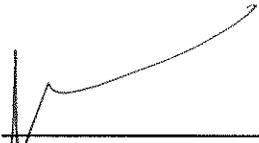
It is recommended that the Agency Board adopt the attached Resolution approving the Costa Mesa Redevelopment Agency Budget for the fiscal year 2009-2010.



Bobby Young
Budget and Research Officer



Kimberly Brandt
RDA Executive Director



Muriel Ullman
Neighborhood Improvement Manager

Attachments:

- 1-Operating Budget
- 2-Estimated Revenue Budget
- 3-Projected Available Funds
- 4-Debt Information
- 5-Agency Resolution FY2010-2011 Budget

RESOLUTION NO. 03-2010

A RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF COSTA MESA, CALIFORNIA, ADOPTING A BUDGET FOR THE FISCAL YEAR 2010-2011.

THE REDEVELOPMENT AGENCY OF THE CITY OF COSTA MESA HEREBY RESOLVE AS FOLLOWS:

WHEREAS, a Proposed Budget for 2010-2011 Fiscal Year has been prepared in compliance with Section 2-153 of the Costa Mesa Municipal Code.

NOW, THEREFORE, BE IT RESOLVED, as follows:

SECTION I: The Annual Budget for the Redevelopment Agency of the City of Costa Mesa, for the Fiscal Year beginning July 1, 2010, and ending June 30, 2011, is hereby adopted as set forth in the Proposed 2010-2011 Budget, detailed in Attachment A.

PASSED AND ADOPTED this eleventh day of May 2010, by the following roll call vote:



Katrina Foley, Chairperson
Redevelopment Agency

ATTEST:



Secretary, Costa Mesa Redevelopment Agency

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS
CITY OF COSTA MESA)

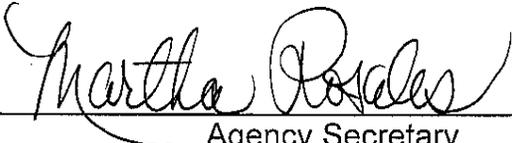
I, MARTHA ROSALES, Secretary to the Costa Mesa Redevelopment Agency, City of Costa Mesa, do hereby certify that RDA Resolution No. 03-2010 was passed and adopted at a regular meeting of the Costa Mesa Redevelopment Agency held on May 11, 2010, by the following votes:

AYES: AGENCY MEMBERS LEECE, BEVER, FOLEY, MANSOOR

NOES: NONE

ABSENT: AGENCY MEMBER MONAHAN

COSTA MESA REDEVELOPMENT AGENCY

By  _____
Agency Secretary

COSTA MESA REDEVELOPMENT AGENCY

On May 11, 2010 the Redevelopment Agency Board adopted its' budget for fiscal year 2010-2011. After such time, on June 22, 2010, the City of Costa Mesa adopted its' budget for fiscal year 2010-2011 with an additional percentage of City staff labor costs allocated to the Redevelopment Agency. Therefore, at the July 13, 2010 Redevelopment Agency meeting, staff requested a budget adjustment to authorize the additional appropriations. The amounts shown below reflect the changes made and reconcile the budget amount adopted by the Redevelopment Agency Board and the amount included as part of the adopted budget by the City of Costa Mesa.

Fund 370 – Tax Increment Fund

60100 – Redevelopment Administration Increase appropriations \$3,999

Fund 471 – Low and Moderate Housing Fund

60300 – Redevelopment Low/Mod Projects Increase appropriations \$2,881

Fund 472 – Downtown Project Fund

60100 – Redevelopment Administration Increase appropriations \$137,395

REDEVELOPMENT AGENCY
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION, BY PROGRAM

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
Redevelopment - 11400				
Assistant City Manager	-	-	0.05	0.05
Development Services Director	0.20	0.25	0.25	0.25
Neighborhood Improvement Manager	0.15	0.15	0.15	0.15
Assistant Planner	-	-	-	0.03
Associate Planner	-	-	-	0.03
Building Official	-	-	-	0.13
Building Technician	-	-	-	0.03
Chief of Inspection	-	-	-	0.03
Combination Inspector	-	-	-	0.03
Chief of Inspection	-	-	-	0.03
Combination Inspector	-	-	-	0.03
Executive Secretary	0.60	0.60	0.60	0.60
Management Analyst	0.65	0.75	0.75	0.75
Principal Planner	-	-	-	0.28
Senior Electrical Inspector	-	-	-	0.03
Senior Planner	-	-	-	0.06
Senior Plumbing/Mechanical Inspector	-	-	-	0.03
<i>Subtotal Redevelopment Admin - 60100</i>	1.60	1.75	1.80	2.54
Management Analyst	2.12	1.22	1.38	1.48
Office Specialist II	0.58	0.58	0.58	0.58
<i>Subtotal RDA Low/Mod Projects - 60300</i>	2.70	1.80	1.96	2.06
Management Analyst	-	-	-	-
<i>Subtotal RDA Low/Mod Rental Rehab - 60400</i>	0.00	0.00	0.00	0.00
Assistant City Manager	-	-	0.04	0.04
Neighborhood Improvement Manager	0.30	0.30	0.30	0.30
Management Analyst	0.25	0.25	0.25	0.25
Executive Secretary	0.15	0.15	0.20	0.20
<i>Subtotal RDA Low/Mod Admin - 60500</i>	0.70	0.70	0.79	0.79
TOTAL DEPARTMENT	5.00	4.25	4.55	5.39

Note: The positions shown here are housed in the City Manager's Office and Development Services. This schedule reflects those portions funded by RDA funds.

REDEVELOPMENT AGENCY
CALCULATION OF PROJECTED BALANCES
for the Fiscal Year Ending June 30, 2011

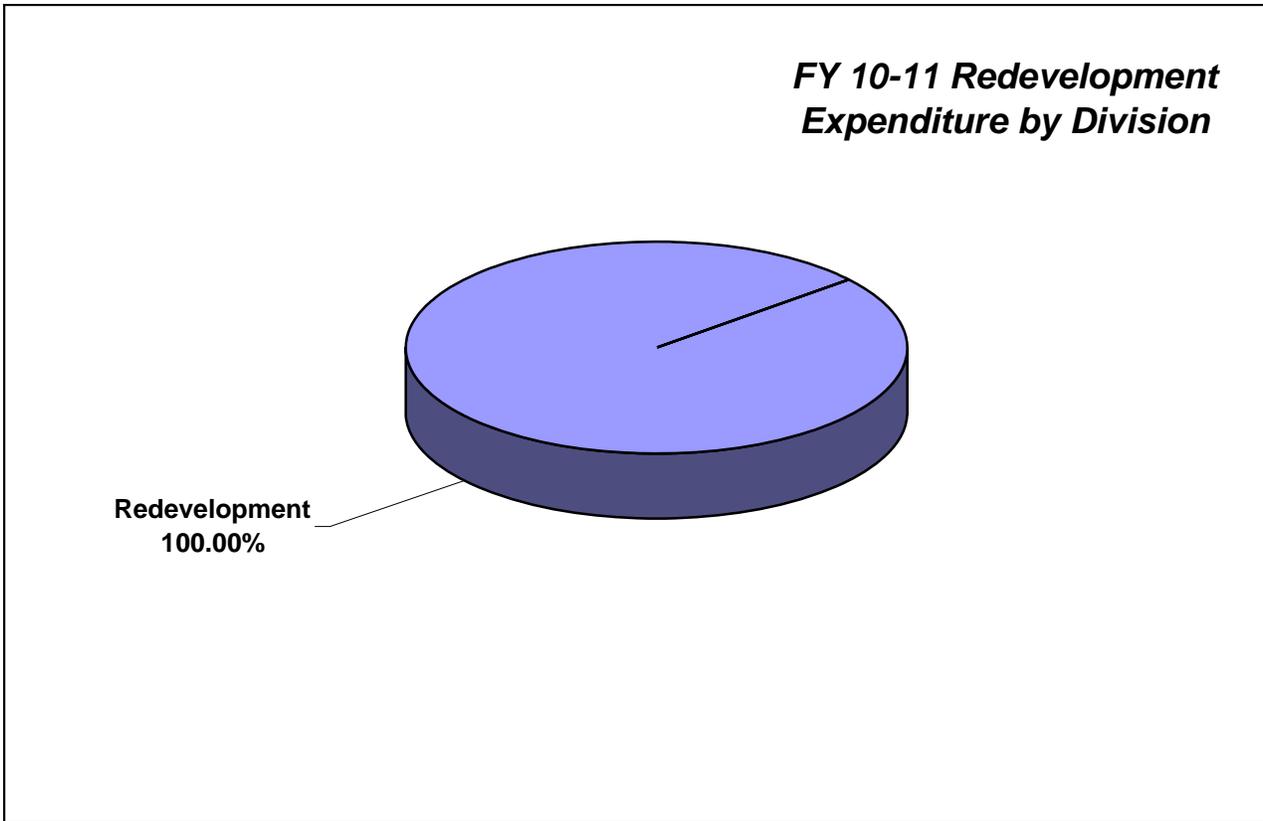
Fund Description	Projected Balances 07/01/10	Estimated Revenues FY 10-11	Adopted Operating Appropriations FY 10-11	Revenues Over (Under) Appropriations	Projected Balances 06/30/2011
Fund 370 - Tax Increment Fund	\$ 3,999	\$3,225,804	\$ 3,229,803	\$ (3,999)	\$ -
Fund 471 - Low and Mod Housing Fund	576,869	873,250	876,131	(2,881)	\$ 573,988
Fund 472 - Downtown Project Fund	1,462,842	1,339,364	909,677	429,687	1,892,529
TOTAL	2,043,710	5,438,418	5,015,611	422,807	2,466,517

CITY OF COSTA MESA, CALIFORNIA
REDEVELOPMENT AGENCY
SCHEDULE OF ESTIMATED REVENUES
FROM FISCAL YEAR 2007-2008 THROUGH FISCAL YEAR 2010-2011

Fund Description	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted
Fund 370 - Tax Increment Fund				
Revenues:				
Tax increment (80%)	\$ 3,197,500	\$ 3,299,797	\$ 3,325,400	\$ 3,458,416
ERAF transfer payment			(1,423,104)	(292,706)
Interest earned on investments	99,447	35,336	33,254	34,584
Other revenue	15,000	16,250	15,000	25,510
Subtotal Fund 370	\$ 3,311,947	\$ 3,351,383	\$ 1,950,550	\$ 3,225,804
Fund 471 - Low and Mod Housing Fund				
Revenues:				
Tax increment (20%)	\$ 799,375	\$ 825,167	\$ 831,350	\$ 864,604
Transfer of deferred set aside	-	-	-	-
Loan payoffs	292	170,067	-	-
Interest earned on investments	68,277	42,844	8,314	8,646
Other revenue	(26,230)	-	-	-
Subtotal Fund 471	\$ 841,714	\$ 1,038,078	\$ 839,664	\$ 873,250
Fund 472 - Downtown Project Fund				
Revenues:				
Rental Revenue	\$ 92,009	\$ 99,309	\$ 113,669	\$ 118,669
Transfers In (from City/Excess Tax Increment)	1,055,000	900,000	1,623,936	1,220,695
Miscellaneous	42,441	39,821	-	-
Subtotal Fund 472	\$ 1,189,450	\$ 1,039,130	\$ 1,737,605	\$ 1,339,364
TOTAL	\$ 5,343,111	\$ 5,428,591	\$ 4,527,819	\$ 5,438,418

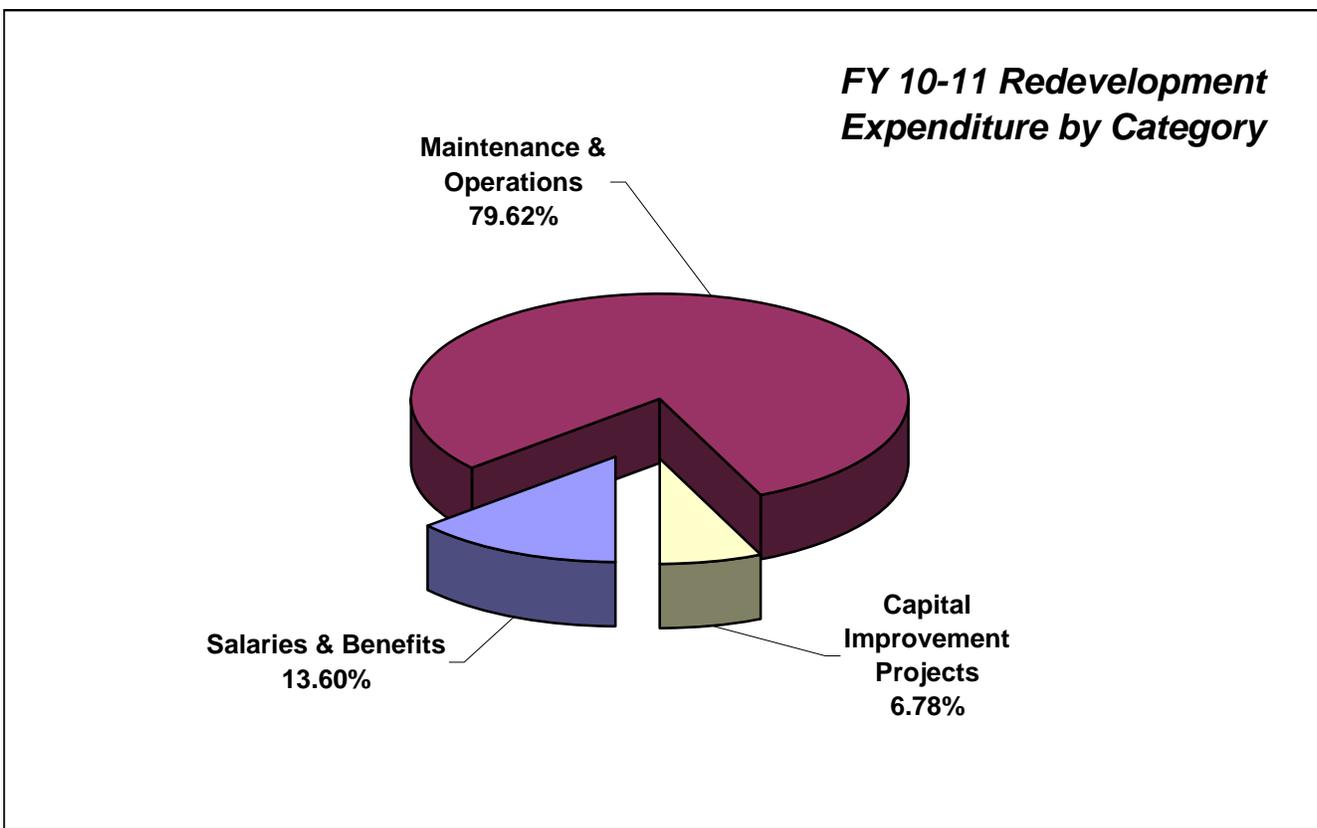
**REDEVELOPMENT AGENCY
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
Redevelopment - 11400	\$ 2,894,636	\$ 4,020,781	\$ 5,580,061	\$ 5,015,611	-10.12%
Total Expenditures	\$ 2,894,636	\$ 4,020,781	\$ 5,580,061	\$ 5,015,611	-10.12%



**REDEVELOPMENT AGENCY
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 441,784	\$ 505,442	\$ 556,362	\$ 682,244	22.63%
Maintenance & Operations	2,452,852	3,515,339	4,693,699	3,993,367	-14.92%
Capital Improvement Projects	-	-	330,000	340,000	3.03%
Total Expenditures	\$ 2,894,636	\$ 4,020,781	\$ 5,580,061	\$ 5,015,611	-10.12%



	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
RDA Debt Service Fund - 370	\$ 1,658,652	\$ 2,530,192	\$ 3,633,119	\$ 3,229,803	64.40%
RDA Low & Mod. Hsg. Fund - 471	928,943	1,129,420	1,151,316	876,131	17.47%
RDA Downtown Projects Fund - 472	307,041	361,168	795,626	909,677	18.14%
Total Funding Sources	\$ 2,894,636	\$ 4,020,781	\$ 5,580,061	\$ 5,015,611	100.00%

REDEVELOPMENT AGENCY
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
Fund 370						
Subtotal Salaries & Benefits		\$ -	\$ -	\$ -	\$ -	0%
Financial & Information Svcs	530500	\$ 7,008	\$ 8,794	\$ 7,000	\$ 7,000	0%
Principal Payments	535100	475,000	485,000	909,769	957,698	5%
Interest Payments	535200	1,176,644	1,136,399	1,092,414	1,044,410	-4%
Operating Transfers Out	595100	-	900,000	1,623,936	1,220,695	-25%
Subtotal Maintenance & Operations		\$ 1,658,652	\$ 2,530,192	\$ 3,633,119	\$ 3,229,803	-11%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Fund 370 Expenditures		\$ 1,658,652	\$ 2,530,192	\$ 3,633,119	\$ 3,229,803	-11%
Fund 471						
Regular Salaries - Non Sworn	501200	\$ 173,469	\$ 189,475	\$ 208,458	\$ 216,577	4%
Regular Salaries - Part time	501300	-	587	-	-	0%
Overtime	501400	994	556	700	1,200	71%
Vacation/Comp. Time Cash Out	501600	586	-	-	-	0%
Holiday Allowance	501700	457	467	350	350	0%
Separation Pay-Off	501800	336	-	-	-	0%
Other Compensation	501900	2,540	4,447	4,737	5,008	6%
Cafeteria Plan	505100	22,654	24,360	28,799	30,060	4%
Medicare	505200	2,632	2,687	3,102	3,230	4%
Retirement	505300	37,223	38,979	40,676	45,202	11%
Professional Development	505500	3,661	4,336	7,953	3,318	-58%
Employer Contr. Retirees' Med.	506100	1,736	1,892	9,380	1,041	-89%
Subtotal Salaries & Benefits		\$ 246,289	\$ 267,787	\$ 304,155	\$ 305,986	1%
Stationery and Office	510100	\$ 2,668	\$ 1,481	\$ 2,300	\$ 2,300	0%
Multi-Media, Promotions and Subs	510200	-	-	500	-	-100%
Small Tools and Equipment	510300	606	77	1,350	1,350	0%
Postage	520100	876	1,596	1,650	1,600	-3%
Legal Advertising/Filing Fees	520200	-	-	500	2,000	300%
Advertising and Public Info.	520300	1,161	899	1,950	800	-59%
Mileage Reimbursement	520600	35	230	300	500	67%
Board Member Fees	520800	-	-	600	600	0%
Office Furniture	525600	-	-	250	250	0%
Office Equipment	525700	-	-	250	250	0%
Consulting	530200	20,689	36,548	87,519	73,990	-15%
Legal	530300	37,778	9,547	62,500	90,000	44%
Financial & Information Svcs	530500	4,805	4,165	20,000	6,000	-70%
Central Services	535800	5	462	1,000	550	-45%
Relocation	545100	-	-	20,000	15,000	-25%
Assistance	545300	614,031	806,630	646,492	374,955	-42%
Subtotal Maintenance & Operations		\$ 682,654	\$ 861,633	\$ 847,161	\$ 570,145	-33%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Fund 471 Expenditures		\$ 928,943	\$ 1,129,420	\$ 1,151,316	\$ 876,131	-24%

REDEVELOPMENT AGENCY
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
Fund 472						
Regular Salaries - Non Sworn	501200	\$ 137,899	\$ 161,469	\$ 173,532	\$ 247,188	42%
Regular Salaries - Part time	501300	-	420	-	31,023	0%
Overtime	501400	457	343	-	-	0%
Accrual Payoff - Excess Maximum	501500	-	88	-	-	0%
Holiday Allowance	501700	366	561	-	-	0%
Separation Pay-Off	501800	-	8,960	-	-	0%
Other Compensation	501900	4,709	5,481	5,572	6,768	21%
Cafeteria Plan	505100	16,126	19,168	20,292	29,088	43%
Medicare	505200	2,051	2,484	2,597	3,742	44%
Retirement	505300	28,549	33,756	34,152	52,955	55%
Professional Development	505500	3,146	2,087	8,253	3,023	-63%
Auto Allowance	505600	815	1,224	-	-	0%
Employer Contr.Retirees' Med.	506100	1,378	1,615	7,808	2,472	-68%
Subtotal Salaries & Benefits		\$ 195,495	\$ 237,655	\$ 252,207	\$ 376,258	49%
Stationery and Office	510100	\$ -	\$ -	\$ 1,500	\$ 1,500	0%
Multi-Media, Promotions and Subs	510200	-	58	2,700	2,700	0%
Small Tools and Equipment	510300	-	-	750	750	0%
Postage	520100	124	50	300	300	0%
Legal Advertising/Filing Fees	520200	399	-	1,000	1,000	0%
Advertising and Public Info.	520300	2,942	-	1,000	1,000	0%
Mileage Reimbursement	520600	9	-	200	200	0%
Board Member Fees	520800	-	-	600	600	0%
Office Furniture	525600	-	-	500	500	0%
Office Equipment	525700	-	-	200	200	0%
Employment	530100	-	-	1,000	1,000	0%
Consulting	530200	685	12,240	50,000	25,000	-50%
Legal	530300	3,999	2,835	25,000	25,000	0%
Financial & Information Svcs	530500	11,221	8,659	15,000	15,000	0%
Central Services	535800	159	363	-	-	0%
Operating Transfers Out	595100	92,009	99,309	113,669	118,669	4%
Subtotal Maintenance & Operations		\$ 111,546	\$ 123,513	\$ 213,419	\$ 193,419	-9%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Capital Improvement Projects		\$ -	\$ -	\$ 330,000	\$ 340,000	3%
Total Fund 472 Expenditures		\$ 307,041	\$ 361,168	\$ 795,626	\$ 909,677	14%
Total Expenditures		\$ 2,894,636	\$ 4,020,781	\$ 5,580,061	\$ 5,015,611	-10%

REDEVELOPMENT AGENCY
EXPENDITURE SUMMARY BY PROGRAM

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>Redevelopment Admin - 60100</u>					
Salaries & Benefits	\$ 195,495	\$ 237,655	\$ 252,207	\$ 376,258	49%
Maintenance & Operations	1,770,198	2,653,706	3,846,538	3,423,222	-11%
Fixed Assets	-	-	-	-	0%
Subtotal Redevelopment Admin	\$ 1,965,693	\$ 2,891,360	\$ 4,098,745	\$ 3,799,480	-7%
<u>Redevelopment Projects - 60200</u>					
Capital Improvement Projects	\$ -	\$ -	\$ 330,000	\$ 340,000	3%
Subtotal Redevelopment Projects	\$ -	\$ -	\$ 330,000	\$ 340,000	3%
<u>RDA Low/Mod Projects - 60300</u>					
Salaries & Benefits	\$ 167,658	\$ 166,173	\$ 192,228	\$ 197,601	3%
Maintenance & Operations	637,910	826,613	695,742	438,305	-37%
Fixed Assets	-	-	-	-	0%
Subtotal Low/Mod Projects	\$ 805,568	\$ 992,787	\$ 887,970	\$ 635,906	-28%
<u>RDA Low/Mod Rental Rehab - 60400</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Low/Mod Rental Rehab	\$ -	\$ -	\$ -	\$ -	0%
<u>RDA Low/Mod Admin - 60500</u>					
Salaries & Benefits	\$ 78,631	\$ 101,614	\$ 111,927	\$ 108,385	-3%
Maintenance & Operations	44,744	35,020	151,419	131,840	-13%
Fixed Assets	-	-	-	-	0%
Subtotal RDA Low/Mod Admin	\$ 123,376	\$ 136,634	\$ 263,346	\$ 240,225	-9%
Total Expenditures	\$ 2,894,636	\$ 4,020,781	\$ 5,580,061	\$ 5,015,611	-10%



AIRBORNE LAW ENFORCEMENT SERVICES

AirBorne Law Enforcement (ABLE) Services was created in 1996. It is a Joint Powers Authority (JPA) of the Cities of Costa Mesa and Newport Beach to provide regional law enforcement helicopter services to their respective jurisdictions. ABLE is managed by a Board of Governors, comprised of the Police Chiefs from Costa Mesa and Newport Beach and one designated Captain from each agency. ABLE provides contract air support services to the City of Santa Ana through a services agreement. ABLE also provides contract maintenance services to the Orange County Sheriff's Department Air Support Bureau at ABLE's hangar facilities, located at John Wayne Airport.

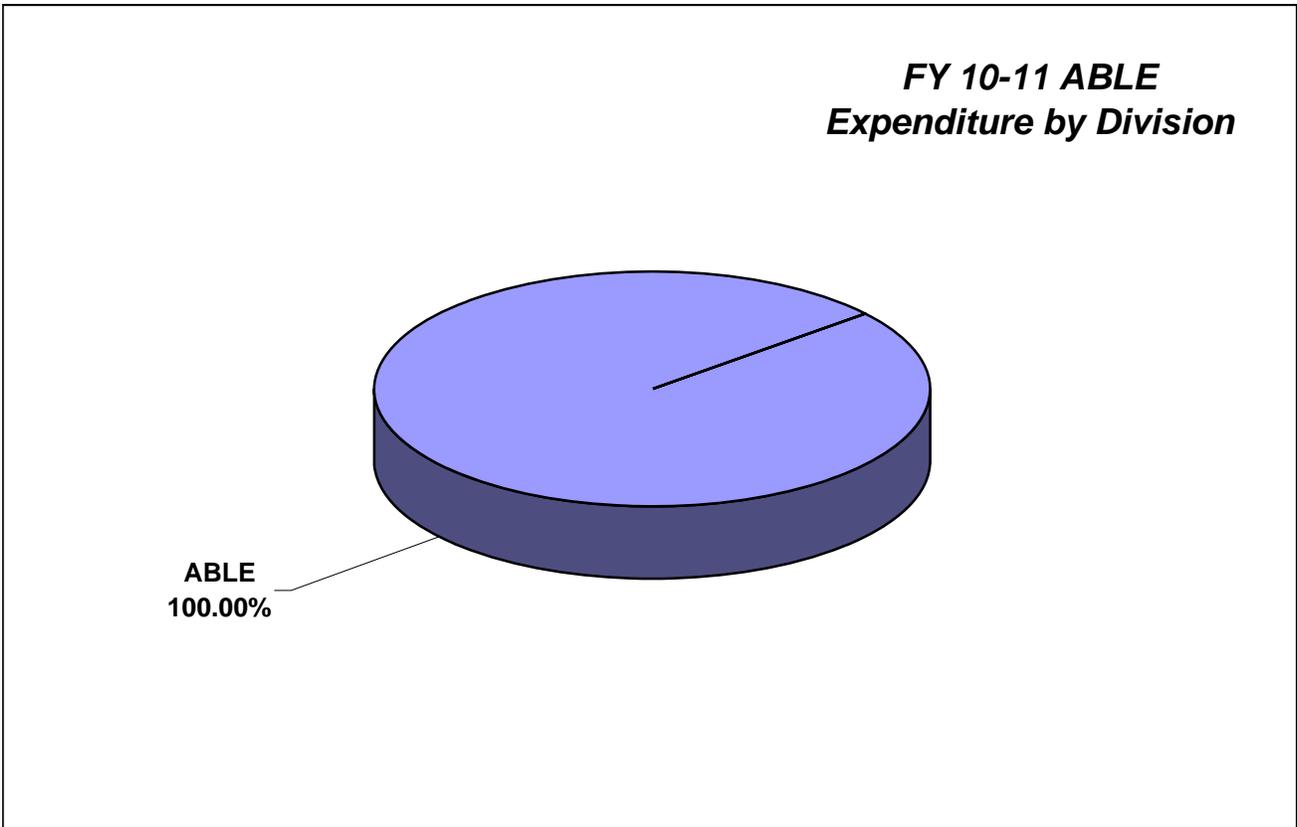
In fiscal year 2010/2011, Costa Mesa reduced ABLE's funding by 50%. This reduction in funding was also accompanied by Costa Mesa not replacing a retiring pilot and Newport Beach not replacing a vacant pilot position, as well. As a result of the reduction in funding, ABLE adopted a budget for 2010/2011, which reduced flight hours from 3000 to 1500 annually. The impact to service for member agencies can be expected to be similar to the amount reduced in funding. ABLE previously responded to 5,500 calls for service annually, was involved directly in 736 arrests, 60 vehicle pursuits, and 60 recovered stolen vehicles.

Costa Mesa provides three pilots and three part-time observers. Newport Beach provides one pilot and one sergeant/pilot, three mechanics (which includes one supervisor) and three part-time observers. The Cities of Costa Mesa and Newport Beach co-fund 50/50 one bureau commander position. Santa Ana also provides one sergeant/pilot and two part-time observers, as part of its contract contribution.

ABLE assets include three Eurocopter EC120 turbine-powered helicopters.

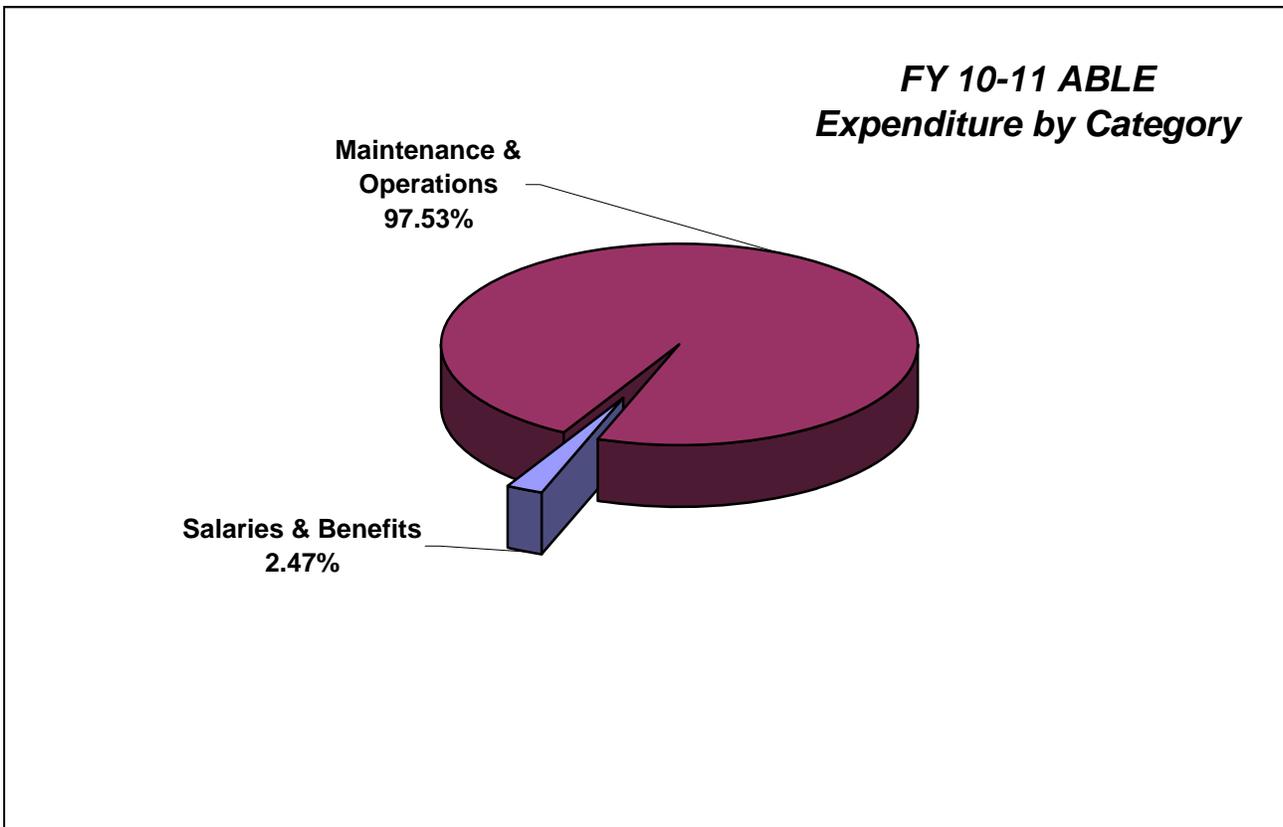
**AIRBORNE LAW ENFORCEMENT
EXPENDITURE SUMMARY BY DIVISION**

<u>Expenditure by Division:</u>	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent Change</u>
ABLE	\$ 2,159,467	\$ 1,945,767	\$ 2,569,380	\$ 1,763,363	-31.37%
Total Expenditures	\$ 2,159,467	\$ 1,945,767	\$ 2,569,380	\$ 1,763,363	-31.37%



**AIRBORNE LAW ENFORCEMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 50,424	\$ 78,340	\$ 47,045	\$ 43,577	-7.37%
Maintenance & Operations	1,910,400	1,828,343	2,044,681	1,719,786	-15.89%
Fixed Assets	198,643	39,085	477,654	-	-100.00%
Total Expenditures	\$ 2,159,467	\$ 1,945,767	\$ 2,569,380	\$ 1,763,363	-31.37%



	<u>FY 07-08 Actual</u>	<u>FY 08-09 Actual</u>	<u>FY 09-10 Adopted</u>	<u>FY 10-11 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
ABLE Fund 260	\$ 1,965,327	\$ 1,908,589	\$ 2,091,726	\$ 1,763,363	100.00%
ABLE Fund 261	194,140	37,179	477,654	-	0.00%
Total Funding Sources	\$ 2,159,467	\$ 1,945,767	\$ 2,569,380	\$ 1,763,363	100.00%

AIRBORNE LAW ENFORCEMENT EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
FUND 260						
Professional Development	505500	\$ 42,924	\$ 70,840	\$ 47,045	\$ 43,577	-7%
Workers' Compensation	505900	7,500	7,500	-	-	0%
Subtotal Salaries & Benefits		\$ 50,424	\$ 78,340	\$ 47,045	\$ 43,577	-7%
Stationery and Office	510100	\$ 424	\$ 242	\$ 954	\$ 477	-50%
Multi-Media, Promotions and Subs	510200	623	1,300	1,273	1,575	24%
Small Tools and Equipment	510300	1,538	3,194	9,760	6,600	-32%
Uniform & Clothing	510400	3,841	4,608	6,860	6,175	-10%
Safety and Health	510500	485	526	636	500	-21%
Maintenance & Construction	510600	1,395	2,298	1,500	1,500	0%
Fuel	510800	473,414	415,885	536,366	515,550	-4%
Postage	520100	4,605	4,535	5,835	5,000	-14%
Telephone/Radio/Communications	520400	4,554	4,634	4,366	9,776	124%
Automotive Equipment	525400	3,811	896	3,777	3,250	-14%
Helicopter Equipment	525500	603,669	558,189	525,727	305,834	-42%
Office Equipment	525700	-	-	350	350	0%
Employment	530100	532,896	575,646	593,913	617,088	4%
Financial & Information Svcs	530500	2,158	2,212	3,000	2,324	-23%
External Rent	535400	154,546	159,408	161,234	166,072	3%
General Liability	540100	8,001	-	-	3,552	0%
Special Liability	540200	17,933	15,880	21,432	7,936	-63%
Aircraft	540300	96,496	78,871	162,394	66,227	-59%
Physical Damage	540400	-	-	5,304	-	-100%
Other Costs	540900	11	18	-	-	0%
Subtotal Maintenance & Operations		\$1,910,400	\$1,828,343	\$2,044,681	\$1,719,786	-16%
Other Equipment	590800	\$ 4,503	\$ 1,906	\$ -	\$ -	0%
Subtotal Fixed Assets		\$ 4,503	\$ 1,906	\$ -	\$ -	0%
Total Expenditures - FUND 260		\$1,965,327	\$1,908,589	\$2,091,726	\$1,763,363	-16%
Account Description	Account Number	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
FUND 261						
Subtotal Salaries & Benefits		\$ -	\$ -	\$ -	\$ -	0%
Subtotal Maintenance & Operations		\$ -	\$ -	\$ -	\$ -	0%
Automotive Equipment	590500	\$ -	\$ 22,929	\$ -	\$ -	0%
Other Equipment	590800	194,140	14,250	477,654	-	-100%
Subtotal Fixed Assets		\$ 194,140	\$ 37,179	\$ 477,654	\$ -	-100%
Total Expenditures - FUND 261		\$ 194,140	\$ 37,179	\$ 477,654	\$ -	-100%
Total Expenditures		\$2,159,467	\$1,945,767	\$2,569,380	\$1,763,363	-31%

**AIRBORNE LAW ENFORCEMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 07-08 Actual	FY 08-09 Actual	FY 09-10 Adopted	FY 10-11 Adopted	Percent Change
<u>ABLE - 85000</u>					
Salaries & Benefits	\$ 42,924	\$ 70,840	\$ 45,984	\$ 43,077	-6%
Maintenance & Operations	1,477,981	1,344,411	1,457,237	1,055,738	-28%
Fixed Assets	198,643	39,085	477,654	-	-100%
<i>Subtotal ABLE</i>	<u>\$ 1,719,547</u>	<u>\$ 1,454,336</u>	<u>\$ 1,980,875</u>	<u>\$ 1,098,815</u>	<u>-45%</u>
<u>ABLE - Orange County Sheriff Division - 85100</u>					
Salaries & Benefits	\$ 7,500	\$ 7,500	\$ 1,061	\$ 500	-53%
Maintenance & Operations	432,419	483,932	587,444	664,048	13%
Fixed Assets	-	-	-	-	0%
<i>Subtotal ABLE - Orange County Sheriff Division</i>	<u>\$ 439,919</u>	<u>\$ 491,432</u>	<u>\$ 588,505</u>	<u>\$ 664,548</u>	<u>13%</u>
Total Expenditures	<u>\$ 2,159,467</u>	<u>\$ 1,945,767</u>	<u>\$ 2,569,380</u>	<u>\$ 1,763,363</u>	<u>-31%</u>



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. But, the school was soon rebuilt and continued in operation 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 116,479, as of January 1, 2009.

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 Theatre. 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 Samuelli Theatre 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, Bloomingdale's and Sears, 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 include Scott's Seafood, Morton's The Steakhouse, Maggiano's Little Italy and Pinot Provence.

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

MISCELLANEOUS STATISTICS
Fiscal Year 2010-2011

General

Date of Incorporation	June 29, 1953
Form of Government	Council-Manager
Classification	General Law
Area (in square miles)	16.8
Population	116,479
Acres Zoned for Industry	1,146
Acres of Open Space	1,957
Post Offices	2
Number of Full-Time Employees	498

Fire Protection

Number of Fire Stations	6
Number of Sworn Fire Fighters	91
Fire Insurance Rating	Class 2

Police Protection

Number of Sworn Police Officers	149
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Streets, Parks and Sanitation

Miles of Streets (in lane miles)	525
Miles of Alleys	14.61
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	20

Education Facilities

Elementary Schools	14
Junior High Schools	2
High Schools	3
2-year Community College	1
4-year College	1
Public Libraries	2

Costa Mesa



This is an annual publication prepared by the Development Services Department including Planning, Building and Code Enforcement Divisions. For any questions regarding current or future development, please contact the department at (714) 754-5245.

Location

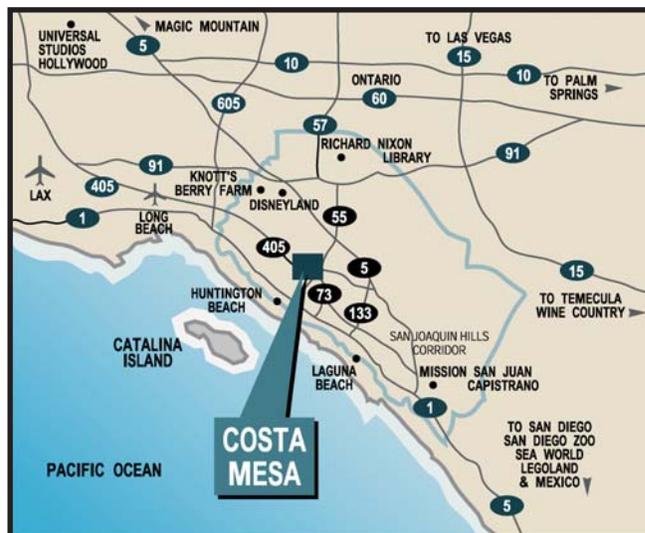
The City of Costa Mesa is located in central Orange County and encompasses 16.8 square miles. It is bordered by the cities of Santa Ana, Newport Beach, Huntington Beach, Fountain Valley, and Irvine. The City is approximately 37 miles southeast of Los Angeles, 88 miles north of San Diego, and 475 miles 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 rainfall, and generally year-round sunshine.

Average temperature: January high 69°, low 41°
July high 81°, low 60°

Average rainfall: 14.5 inches, humidity- 71%



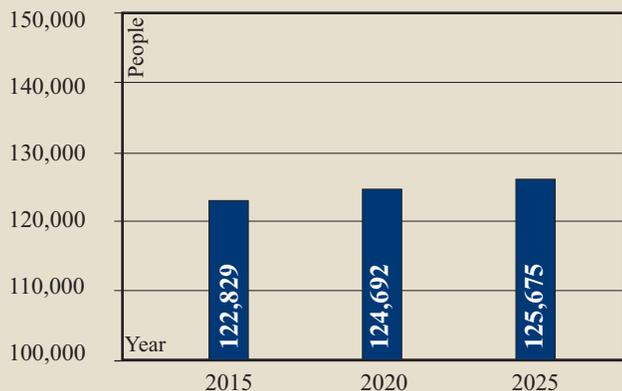
City Hall

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, the Police Facility, the Communications Building and Fire Station No. 5.

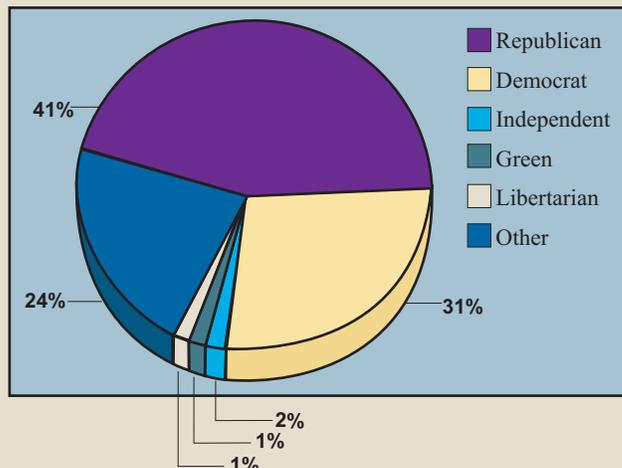
Population Characteristics

Population:	116,479
Median Age:	32
Average Household Size:	2.77
Average Family Size:	3.32

POPULATION PROJECTIONS



VOTER REGISTRATION



Growth and Trends

	1980	1999	2009	2015	2020
Population Orange County¹	1,932,709	2,788,767	3,098,121	3,451,757	3,533,935
Population Costa Mesa	82,562	106,103	116,479	122,829	124,692
Costa Mesa Retail Sales Tax Revenue²	\$11.2 million	\$30.3 million	\$39.8 million	–	–

1. Center for Demographic Research (2007), State Department of Finance
 2. Costa Mesa Finance Department (2007)

Land Use

A diversity of land uses exists within the City. Approximately 48% of all incorporated land is designated for residential use, 14% is designated for commercial uses, 14% is set aside for industrial uses, and 24% is allocated for public and semi-public uses.³

3. Costa Mesa General Plan (2000)

Home Sales Price in Costa Mesa⁴ on the market (December 2009)

Costa Mesa - 92626

Homes Listed	45
Highest	\$ 959,800
Lowest	\$ 419,000
Median	\$ 609,000

Condos Listed	8
Highest	\$ 515,000
Lowest	\$ 289,900
Median	\$ 375,000

Costa Mesa - 92627

Homes Listed	60
Highest	\$ 2,850,000
Lowest	\$ 365,000
Median	\$ 643,000

Condos Listed	25
Highest	\$ 599,999
Lowest	\$ 199,000
Median	\$ 390,000

4. Torelli Realty

2000 Housing Units Distribution⁵

	Units	%
Single Detached:	15,347	38.0%
Single Attached:	4,116	10.2%
2 to 4 units/ structure:	5,854	14.5%
5+ units/ structure:	13,869	34.3%
Mobile homes:	1,141	2.8%
Other	72	.2%
Total housing units:	40,399	100.0%
Occupied units:	39,188	97%
Vacant units:	1,211	3%
Persons per unit:	2.77	

5. Center for Demographic Research (2009)

Orange County Fair Market Rental Rates⁶

Studio apartments	\$ 1,147
One-bedroom apartments	\$ 1,211
Two-bedroom apartments	\$ 1,442

6. Department of Housing and Urban Development (2008)

2000 Households⁷

	Units	%
Owner occupied	15,811	40%
Renter occupied	23,377	60%

7. Center for Demographic Research (2009)

Property Valuation

In 2009, the total assessed property valuation for the City was \$14.2 billion. The total valuation for the City may be broken down into the following categories⁸.

Single family	\$ 5.9 billion
Multi-family	\$ 2.2 billion
Commercial	\$ 4.3 billion
Industrial	\$ 1.3 billion
Other	\$ 0.5 billion

8. County Assessor's Office



Employment

The major industries in the City are services and trade followed by manufacturing. The projection of future employment within the City is a total of 97,192 jobs in Year 2010, increasing to a total of 99,743 jobs in Year 2020³. 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.



2000 Income

Median Household Income \$50,732
Income Distribution

Up to \$ 14,999	10.4%
\$ 15,000 - \$ 24,999	10.1%
\$ 25,000 - \$ 34,999	11.3%
\$ 35,000 - \$ 49,999	17.2%
\$ 50,000 - \$ 74,999	22.5%
\$ 75,000 or greater	28.5%

U.S. Census Bureau (2000)

Education

Newport Mesa Unified School District:	
Elementary Schools	10
Junior High Schools	2
High Schools	2
Orange Coast Community College	
Private Schools	19
Vanguard University	
Whittier Law School	
National University	

Labor Market²

Agriculture	less than 1.0%
Mining	less than 1.0%
Transportation & Public Utilities	3.0%
Construction	4.0%
Self-employed	6.0%
Finance, Insurance & Real Estate	8.0%
Government	9.0%
Manufacturing	12.0%
Trade	27.0%
Services	28.0%

2. Center for Demographic Research (2009)

Major Employers

Name of Company	Estimated Employees
Auto Club of Southern California	2,300
Experian Information Solutions	3,700
Associated Students of Orange	2,500
Coast Community College District	3,044
White Cap Construction Supply	2,200

3. Center for Demographic Research (2009)

	Number	Percent of Total
Employed	62,800	92.6%
Unemployed	5,000	7.4%
Total Labor Force	67,800	100%

4. Center for Demographic Research (2009)

Major Development Projects/Areas

Harbor Gateway (78 acres) – north of Sunflower Ave., east of Hyland Ave., and west of Harbor Blvd.

Automobile Club of Southern California (39 acres) – 3333 Fairview Road.

Segerstrom Home Ranch (93 acres) – north of I-405, east of Harbor Blvd., west of Fairview Road, and south of Sunflower Ave.

Metro Pointe (50 acres) – 901-907 South Coast Drive.

South Coast Plaza (115 acres) – 3333 Bristol Street and 3333 Bear Street

South Coast Plaza Town Center (54 acres) – east of Bristol Street, south of Sunflower Ave., north of I-405, and west of Avenue of the Arts.

South Coast Metro Center/ Experian Solutions (45 acres) – 475-595 Anton Blvd.



Sakioka Farms Lot 1⁵ (40 acres) – east of Sakioka Dr., north of Anton Blvd., and south of Sunflower Ave.

Sakioka Farms Lot 2⁵ (33 acres) – north of I-405, west of Main Street and SR-55, east of Experian Solutions, and south of Sunflower Ave.

1901 Newport Plaza (8 acres) – 1901 Newport Blvd.

5. Major Undeveloped Areas

Major Medical Facilities

Fairview Developmental Center (714) 957-5000
 2501 Harbor Blvd

Hoag Health Center (714) 668-2550
 1190 Baker Street

College Hospital of Costa Mesa (714) 642-2734
 301 Victoria Street

City Budget

The adopted City budget for all funds used for the Fiscal Year 2008-2009 is \$145,155,931. The General Fund portion of the budget is \$118,835,464. The approved budget is effective from July 1, 2008 through June 30, 2009.

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) 684-8123

Natural Gas: Southern California Gas Company (800) 427-2200

Telephone: AT&T (866) 505-1765

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 Coast Association of Realtors (949) 722-2300

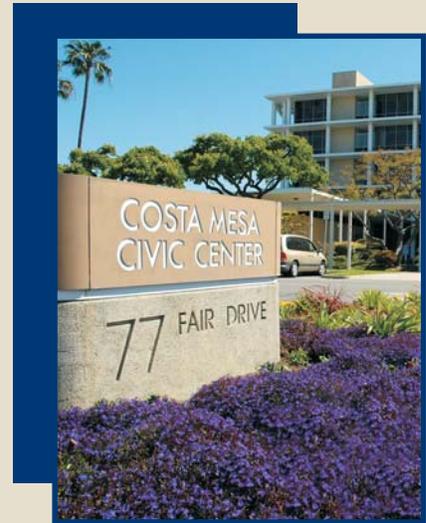
Newport Mesa Unified School District (714) 424-5000

Orange County Fair & Exposition Center (714) 751-3247

Orange County Board of Education (714) 966-4000



*This brochure was prepared by the City of Costa Mesa Planning Division
Visit our Website at www.ci.costa-mesa.ca.us*



City Offices

Police Services

Emergency 911 or (714) 754-5252
Police Information (714) 754-5311
Animal Control (714) 754-5311

Fire Services

Emergency 911
Administration (714) 754-5106

City Council (714) 754-5285

City Manager (714) 754-5328

City Clerk (714) 754-5223

Business Assistance Hotline (714) 754-5613

Development Services

Administration (714) 754-5270
Plan Check and Permits (714) 754-5273
Inspections (714) 754-5626
Planning (714) 754-5245
Code Enforcement (714) 754-5607

Business Licenses (714) 754-5234

Public Services (714) 754-5343

Engineering (714) 754-5323
Transportation (714) 754-5335

Administrative Services

Recreation (714) 754-5300

Redevelopment & Housing (714) 754-5635

FINANCIAL POLICIES

RESERVES:

General Fund

The General Fund Operating Reserve is currently set at \$14.125 million and may be utilized pursuant to the limited circumstances provided for in Costa Mesa Municipal Code Section 2-206. For FY 10-11, the \$14.125 million is equivalent to 14.95% of the General Fund budget or 13.15% of the total operating budget for all funds.

Debt Service Funds

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

Equipment Replacement Fund

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

Self-Insurance Fund

The Self-Insurance Fund shall maintain adequate loss reserves based upon an actuarial analysis of the risk of loss to provide funding for estimated claims and potential liabilities.

OPERATING BUDGET:

The City will maintain a long-range fiscal perspective through the use of an annual operating budget and a seven-year Capital Improvement Program. The City will develop a long-term revenue and expenditure forecast.

General Fund

The City will maintain a balanced operating budget. To achieve a balanced budget, current revenues should be sufficient to cover current expenditures. Appropriations of available fund balance will only be permitted for "one time" or non-recurring expenditures.

Special Revenue Funds

Special Revenue Funds will be used for specific programs or projects under the guidelines established for each fund. Appropriations may not exceed the anticipated resources including use of reserves when appropriate.

Debt Service Funds

Adequate funding will be appropriated within the Debt Service Funds to fund debt obligations as they come due. Reserves will be maintained within the Funds as necessary pursuant to bond covenants and/or other legal restrictions.

Internal Service Funds

Internal Service Funds will have revenues (intra-City user charges, interest income, and other income) sufficient to meet operating expenses and capital outlay.

FINANCIAL POLICIES

REVENUES:

Recurring revenue growth (inflation) will be used to pay for recurring expenditures. Recurring expenditure increases should not be approved which exceed recurring revenue growth. Any new or expanded programs will be required to identify new funding sources and/or offsetting reductions in expenditures. In addition:

- The City shall use a conservative approach in projecting revenues.
- One-time revenues may be used for one-time expenditures.
- The City shall update its user fees and charges periodically to recover costs of providing that service for which a fee is charged.

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.

DEBT:

- The City shall issue debt primarily to finance capital improvement projects or for the purchase of large fixed assets.
- The term of the debt should not exceed the life of the asset being financed.
- The City shall issue debt using the most cost-effective method available at time of debt issuance.
- The debt shall not cause the City to exceed its legal debt limit.

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, sometimes expressed as a percent of the full market value of the taxable property within a community.

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.

GLOSSARY OF BUDGET TERMS

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. When tax delinquencies exceed 5%, the Bond Advisor places the issue on its internal Bond Watch.

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 financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service and capital outlays.

EXPENSES: Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

GLOSSARY OF BUDGET TERMS

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, including tax, 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. However, for budgeting purposes, a working capital definition of current assets minus current liabilities is used for the computation.

GENERAL OBLIGATION (GO) BOND: A bond secured by a pledge of the issuer's 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.

GLOSSARY OF BUDGET TERMS

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, Moody's, Standard & Poor's, 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. (Several Marks-Roos issues have defaulted and are under investigation by the Securities and Exchange Commission. Prospective investors should find out what sort of loans the pooled fund will make before buying such deals.)

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 services 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. These land-based financings were nicknamed "dirt bonds" by the Bond Advisor years ago. Bonds are sold to finance facilities that can include school, parks, libraries, public utilities and other forms of infrastructure. The Districts may provide public services that include police and fire protection, recreation programs, area maintenance, library services, flood and storm drainage. Bonded debt service and/or the public services 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. Recent foreclosure sales have cast doubts on the skills of the appraisers and underscore the risk of some of this debt when a severe real estate slump hits developers.)

GLOSSARY OF BUDGET TERMS

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 and agency 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.

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.

GLOSSARY OF BUDGET TERMS

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 & Poor's 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. Moody's Investors Services uses Aaa, Aa, A, Baa, Ba, B, Caa, Ca, C, and D. Each of the services use + or – or +1 to indicate half steps in between. The top four grades are considered Investment Grade Ratings.

REDEVELOPMENT AGENCY: A legislatively established subdivision of government established to revitalize blighted and economically depressed areas of a community and to promote economic growth. Tax Allocation Bonds are issued to pay the cost of land and building acquisition and their redevelopment and are repaid by the incremental increase in property tax revenues produced by the increase assessed value of the area after redevelopment. Redevelopment Agencies may also sell Housing Mortgage Revenue Bonds to finance housing units within the area, 20% of which must be for low-cost housing.

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

AB: Assembly Bill

ABLE: AirBorne Law Enforcement

AC: Air Conditioning

ACT: Activity Club for Teens

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

A/V: Audio/Video

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-Aided Dispatch

CAFR: Comprehensive Annual Financial Report

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

ACRONYMS

- 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
- 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

ACRONYMS

- 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 Particulant Air (Filter)
- HUD:** Housing and Urban Development
- 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
- JPA:** Joint Powers Authority

ACRONYMS

JIC: Joint Information Center

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

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

ACRONYMS

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

RDA: Redevelopment Agency

RMS: Records Management System

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

SLESF: Supplemental Law Enforcement Services Fund

ACRONYMS

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

ASSESSED VALUATION

Last 10 Fiscal Years

<u>Fiscal Year</u>	<u>Assessed Value</u>	<u>Increase (Decrease)</u>	<u>Percent Increase (Decrease)</u>
1999-00	\$ 7,615,769,247	\$ 471,834,481	6.60%
2000-01	\$ 8,364,393,299	\$ 748,624,052	9.83%
2001-02	\$ 8,937,943,913	\$ 573,550,614	6.86%
2002-03	\$ 9,492,361,297	\$ 554,417,384	6.20%
2003-04	\$ 10,057,183,726	\$ 564,822,429	5.95%
2004-05	\$ 10,689,157,305	\$ 631,973,579	6.28%
2005-06	\$ 11,644,775,477	\$ 955,618,172	8.94%
2006-07	\$ 12,734,703,051	\$ 1,089,927,574	9.36%
2007-08	\$ 13,824,233,517	\$ 1,089,530,466	8.56%
2008-09	\$ 14,366,107,839	\$ 541,874,322	3.92%

Source: HDL Coren & Cone

COMPUTATION OF LEGAL DEBT MARGIN
Fiscal Year Ended June 30, 2009

ASSESSED VALUE		<u>\$ 14,366,107,839</u>
DEBT LIMIT: 3.75 Percent of Assessed Value		\$ 538,729,044
Amount of Debt applicable to Debt Limit:		
Total Bonded Debt	<u>\$ 5,145,000</u>	
LESS: Assets in Debt Service Fund (Net)	<u>704,300</u>	
TOTAL AMOUNT OF DEBT APPLICABLE TO DEBT LIMIT		<u>\$ 4,440,700</u>
LEGAL DEBT MARGIN		<u><u>\$ 534,288,344</u></u>

**RATIO OF NET GENERAL BONDED DEBT TO ASSESSED VALUE
AND NET BONDED DEBT PER CAPITA
Last Ten Fiscal Years**

<u>Fiscal Year</u>	<u>Population ⁽¹⁾</u>	<u>Assessed Value ⁽²⁾</u>	<u>Gross Bonded Debt</u>		
1999-00	106,607	7,615,769,247	9,415,000		
2000-01	110,932	8,364,393,299	8,915,000		
2001-02	110,720	8,937,943,913	8,380,000		
2002-03	111,512	9,492,361,297	7,820,000		
2003-04	113,011	10,057,183,726	7,470,000		
2004-05	113,011	10,689,157,305	7,020,000		
2005-06	113,134	11,644,775,477	6,565,000		
2006-07	113,143	12,734,703,051	6,105,000		
2007-08	113,955	13,824,233,517	5,630,000		
2008-09	116,479	14,366,107,839	5,145,000		
<u>Fiscal Year</u>	<u>Less Debt Service Fund ⁽³⁾</u>	<u>Net Bonded Debt</u>	<u>Ratio of Net Bonded Debt to Assessed Value</u>	<u>Net Bonded Debt Per Capita</u>	
1999-00	774,219	8,640,781	0.00113	81.05	
2000-01	774,219	8,140,781	0.00097	73.39	
2001-02	759,793	7,620,207	0.00085	68.82	
2002-03	762,440	7,057,560	0.00074	63.29	
2003-04	704,877	6,765,123	0.00067	59.86	
2004-05	707,466	6,312,534	0.00059	55.86	
2005-06	710,981	5,854,019	0.00050	51.74	
2006-07	711,982	5,393,018	0.00042	47.67	
2007-08	706,045	4,923,955	0.00036	43.21	
2008-09	704,300	4,440,700	0.00031	38.12	

(1) Costa Mesa Community Economic Profile

(2) Assessed Valuation - Source: HdL Coren & Cone, Orange County Assessor Combined Tax Rolls.

(3) Amount available for repayment of General Obligation Bonds.

**RATIO OF ANNUAL DEBT SERVICE EXPENDITURES
FOR GENERAL OBLIGATION BONDED DEBT
TO TOTAL GENERAL GOVERNMENTAL EXPENDITURES ***
Last Ten Fiscal Years

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Debt Services</u>	<u>Total General Governmental Expenditures</u>	<u>Ratio Debt Service to General Govmtl. Expenditures</u>
1998-99	190,000	68,200	258,200	70,860,400	0.36%
1999-00	200,000	58,130	258,130	71,286,590	0.36%
2000-01	210,000	47,530	257,530	78,230,729	0.33%
2001-02	230,000	39,136	269,136	88,633,599	0.30%
2002-03	240,000	26,958	266,958	99,166,422	0.27%
2003-04	250,000	12,603	262,603	103,905,736	0.25%
2004-05	-	-	-	104,188,148	0.00%
2005-06	-	-	-	115,639,713	0.00%
2006-07	-	-	-	132,030,167	0.00%
2007-08	-	-	-	148,917,186	0.00%
2008-09	-	-	-	127,863,526	0.00%

* Includes General, Special Revenue, and Debt Service Funds.

DESCRIPTION OF THE CITY'S CURRENT DEBT OBLIGATIONS

1998 Refunding Revenue Bonds – The bonds were issued by the Costa Mesa Public Financing Authority on May 1, 1998 in connection with the lease and leaseback of the Los Lagos and Mesa Linda Golf Courses, currently owned by the City. The Authority leases back the Project to the City. The bonds mature serially from October 1, 1998 through October 1, 2012 in annual principal payments ranging from \$580,000 to \$1,250,000 and bear interest rates ranging from 4.00% to 5.00%. The debt service payments are funded by the General Fund.

2003 Refunding Certificates of Participation (COP) – On October 1, 2003, the Costa Mesa Public Financing Authority issued a \$14,340,000 COP to refund the 1993 Refunding Revenue Bonds (which was an advance refunding of the 1966 bonds) and the 1988 Lease Revenue Bonds. The 1966 bonds were issued for the construction of the Civic Center, including City Hall, Police Facility, Telecommunications Center, and Fire Station 5, while the 1988 bonds were issued for the widening project of Victoria Street. The certificates mature serially from October 1, 2004 to October 1, 2018 and bear interest rates ranging from 2.00% to 4.20%. The debt service payments are funded by the General Fund.

2006 Refunding Revenue Bonds – On June 1, 2006, the Costa Mesa Public Financing Authority issued \$2,365,000 of Revenue Refunding Bonds, Series 2006A, which was to advance refund the \$3,225,000 of the 1991 Lease Revenue Bonds issued on November 1, 1991. The original bonds were issued to provide monies to enable the Authority to acquire the City of Costa Mesa Community Facilities District 91-1 (Plaza Tower Public Improvements) 1991 Special Tax Bonds, issued under the Mello-Roos Community Facilities Act of 1982. The bonds mature serially from August 1, 2007 through August 1, 2022 in annual principal payments ranging from \$120,000 to \$210,000 and bear interest rates ranging from 3.85% to 5.10%. The debt service payments are funded by the General Fund.

2007 Certificates of Participation (COP) Police Facility Expansion – On January 18, 2007, the Costa Mesa Public Financing Authority issued a \$29,960,000 COP to fund the Police Facility Expansion Project. The project includes: renovation, expansion and seismic retrofitting of the City's Police Department facility; a new 11,342 sq. ft. single story addition to house expanded Property and Evidence sections; state of the art Crime Scene Investigation facilities; a large auditorium; a new Emergency Operation Center and dedicated training rooms. The Authority leases back the Project to the City. The certificates mature serially from October 1, 2007 through October 1, 2026 in annual principal payments ranging from \$745,000 to \$2,180,000 and bear interest rates ranging from 3.75% to 4.30%. The debt service payments are funded by the General Fund.

Energy Retrofit Lease – The City entered into a ten-year Lease with Option to Purchase with Municipal Finance Corporation on July 16, 2001 to replace inefficient lighting technology in various City-owned facilities. The amount financed is \$578,922 with an interest rate of 3.65%. The total interest payment is \$93,860 and the annual debt payment is \$84,098, payable semi-annually by the General Fund. The lease will mature in FY 11-12.

2005 TeWinkle Park Athletic Field Complex – The City entered into a seven-year sublease/option agreement with Municipal Finance Corporation on December 22, 2005 to finance the TeWinkle Park Athletic Field Complex capital improvement project. The amount financed is \$3.2 million payable semi-annually for seven years, with an interest rate of 3.95%. The annual debt service is \$524,124 paid by the General Fund. The lease will mature on December 29, 2012.

Impact on the General Fund operating budget: The total estimated debt service payments for FY 09-10 is \$3.4 million, which is equivalent to 3.32% of the General Fund operating budget. At this time, these payments are accommodated within the City's existing financial resources.

Reserves for debt service: As of June 30, 2008, the City has designated part of the General Fund balance for its debt service obligations for the following fiscal year.

CITY OF COSTA MESA, CALIFORNIA
SCHEDULE OF DEBT SERVICE
REQUIREMENTS TO MATURITY

The annual requirements to amortize bonds payable by the City as of June 30, 2010, are as follows (excluding loans payable and advances from other funds for which minimum annual payments have not been established):

Year Ending June 30	Financing Authority 1998 Refunding Revenue	Financing Authority 2003 Refunding Certificates of Participation	Financing Authority 2006 Refunding Revenue	Financing Authority 2007 Certificates of Participation	Totals
2011	1,279,402	1,257,937	217,634	2,273,804	5,028,777
2012	1,282,250	1,253,250	217,054	2,271,104	5,023,658
2013	1,281,250	1,255,863	221,011	2,271,504	5,029,628
2014	-	1,251,719	219,526	2,269,904	3,741,149
2015	-	1,248,275	217,666	2,266,304	3,732,245
2016	-	1,252,713	220,301	2,265,604	3,738,618
2017	-	1,250,450	217,439	2,267,604	3,735,493
2018	-	1,244,375	219,086	2,257,404	3,720,865
2019	-	1,240,250	220,130	2,255,004	3,715,384
2020	-	-	215,708	2,240,404	2,456,112
2021	-	-	215,810	2,243,404	2,459,214
2022	-	-	215,355	2,237,594	2,452,949
2023	-	-	-	2,237,829	2,237,829
2024	-	-	-	2,234,248	2,234,248
2025	-	-	-	2,231,216	2,231,216
2026	-	-	-	2,228,675	2,228,675
2027	-	-	-	2,226,870	2,226,870
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Total principal and interest	\$ 3,842,902	\$ 11,254,832	\$ 2,616,720	\$ 38,278,476	\$ 55,992,930
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Less interest payments	(272,902)	(1,909,832)	(641,720)	(10,753,476)	(13,577,930)
<hr/>					
Outstanding principal	<u>\$ 3,570,000</u>	<u>\$ 9,345,000</u>	<u>\$ 1,975,000</u>	<u>\$ 27,525,000</u>	<u>\$ 42,415,000</u>

**PER CAPITA EXPENDITURE COMPARISON
AMONG JURISDICTIONS CONTIGUOUS TO THE CITY OF COSTA MESA
BASED ON FISCAL YEAR 2010-2011 ADOPTED BUDGET**

	City		
	Costa Mesa	Fountain Valley	Huntington Beach
General Fund Budget	\$ 94,585,285	\$ 38,408,593	\$ 178,188,548
Population as of 1/1/09	113,955	58,309	202,480
Budget per Capita	\$ 830	\$ 659	\$ 880
Police Department's Budget	\$ 36,007,043	\$ 15,050,160	\$ 59,334,233
Budget per Capita	\$ 316	\$ 258	\$ 293
No. of Sworn Officers	164	65	241
No. Citizens per Sworn Officer	695	897	840
Fire Department's Budget	\$ 19,398,404	\$ 10,110,437	\$ 32,499,749
Budget per Capita	\$ 170	\$ 173	\$ 161
No. of Sworn Firefighters	102	39	155
No. Citizens per Sworn Firefighter	1,117	1,495	1,306

	City		
	Irvine*	Newport Beach	Santa Ana
General Fund Budget	\$ 135,750,835	\$ 148,831,955	\$ 197,124,495
Population as of 1/1/09	212,793	86,252	355,662
Budget per Capita	\$ 638	\$ 1,726	\$ 554
Police Department's Budget	\$ 54,645,283	\$ 42,823,171	\$ 96,264,010
Budget per Capita	\$ 257	\$ 496	\$ 271
No. of Sworn Officers	189	153	388
No. Citizens per Sworn Officer	1,126	564	917
Fire Department's Budget	\$ -	\$ 34,055,183	\$ 45,105,195
Budget per Capita	\$ -	\$ 395	\$ 127
No. of Sworn Firefighters	-	134	253
No. Citizens per Sworn Firefighter	-	644	1,406

* Contracts with the Orange County Fire Authority



Thank you to the following staff members for their contribution in preparing the
Fiscal Year 2010-2011 Budget:

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Sheri Sanders

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Jocelyn Schamber	Public Services
Donna Theriault	Administrative Services
Hilda Veturis	Development Services

Additional Assistance From:

John Aguilar	Maintenance Services
Victoria Barner	Information Technology
Dane Bora	Telecommunications/Cable TV
Willa Bouwens-Killeen	Planning
Thanh Bui	Information Technology
Anna Dolewski	Finance/Payroll
Julie Folcik	City Clerk's Office
Scheralee Ford	Police
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Bruce Hartley	Maintenance Services
Cheryl Helwig	Public Services
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Jana Ransom	Recreation
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Debra Yasui	Risk Management

Central Services (Printing & Graphics):

Leigh Chalkley and his staff:

Gina Clark, Lynnette Dodge, Jane Duenweg, Francisco Molina and Sam Nguyen

