

City of Laguna Beach

California



Adopted Budget

Fiscal Year 1999-2000

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City of Laguna Beach

ELECTED OFFICIALS

MAYOR

STEVE DICTEROW

MAYOR PRO TEM

KATHLEEN BLACKBURN

COUNCILMEMBER

PAUL FREEMAN

COUNCILMEMBER

TONI ISEMAN

COUNCILMEMBER

WAYNE PETERSON

CITY CLERK

VERNA ROLLINGER

Administration

City Manager

Kenneth Frank

Assistant City Manager - Director
of Municipal Services

Terry Brandt

Deputy City Manager - Director of
Administrative Services

Sanford Groves

Chief of Police

James Spreine

Director of Community Development

Kyle Butterwick

Director of Community Services

Pat Barry

Fire Chief

Bill Edmundson

Budget Preparation Team:

Finance Officer

Elizabeth Andrew

Account Technician - Budget Analyst

Magdalena Lotolc

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INTRODUCTION

INTRODUCTION

"How To Use This Budget"

The Annual Budget for the City of Laguna Beach for Fiscal Year 1999-00 was adopted by Resolution 99.043 by the City Council on June 15, 1999.

The pages which immediately follow contain a copy of the City Manager's Budget message that accompanied the Proposed Budget when it was first submitted to the City Council April 23, 1999. The discussion of issues in the City Manager's Budget Message refers only to the Proposed Budget as submitted at that time.

Subsequent to its submittal on April 23, 1999, and the preparation of this Budget message, numerous modifications have been made to the Proposed Budget. These modifications are shown on pages xviii and xix, and they have been incorporated into the body of this budget document within the columns marked "Adopted Budget".

This document is divided into five sections:

1. City-Wide Summaries
2. Revenues
3. Expenditures
4. Capital Improvement Program
5. Appendix (Detail by Fund)

The five sections are preceded by the City Manager's Budget Message. This is a report which provides an overview of the City's Budget and a current perspective on a variety of issues which affect the budget.

If you are not familiar with the City's Budget, you may wish to review the section on citywide summaries before reading the City Manager's Budget Message. This will provide you with a broad overview of the City's revenues, expenditures, and beginning and ending balances, and will assist you in better understanding the issues raised in the Budget Message.

The following provides a brief description of each of the sections contained in the Budget.

Section I: Citywide Summaries

This section provides the broadest overview of the overall budget. The chart on page three entitled, "Beginning and Ending Balances" shows all of the City's funds and indicates the estimated beginning balances, revenues, transfers, expenditures, and ending balances. The City's operating and capital project funds are shown at the top of the chart, and the City's internal service funds are shown at the bottom.

Page five contains a foldout chart entitled "Sources and Uses of Funds - *Summary by Department and Fund*". Similar to the first chart, this chart also shows the revenues, expenditures, and balances for each fund. The difference is that this chart also indicates how *funding is allocated* among the various departments. A page number is provided next to each department which refers to the pages within this budget document that provide more detailed information regarding that department's budget.

Page six contains another foldout chart entitled: "Sources and Uses of Funds - *Summary by Division and Fund*". This chart shows the same information as the previous chart except that the funding information is broken down to the division level.

Section II: Revenue Budget

The Revenue Budget begins with a summary of *all* projected revenues shown by major source within each fund.

It is followed by a bar and pie chart analysis of the City's *General Fund* which summarizes various aspects of the *General Fund's* revenues, expenditures, and history.

This section concludes with a detailed breakdown and history for each individual revenue source organized by fund, and a description of key sources of revenues.

Section III: Expenditure Budget

1. Organization by Department and Division

The expenditure budgets in this document are organized by Department and are disaggregated down to the Division Level. For the most part, all of the expenditure items within each Division are funded from a single fund source and that fund is shown at the top right-hand corner of the division budget. In the few cases where a particular expenditure item is funded from a source other than the fund shown at the top of the division budget, a footnote is included indicating the source of funding.

The foldout chart that appears in the introductory section to the Expenditure Section (p. 32.1) shows all of the City's departments and divisions and how they are organized within the Expenditure Section of this budget. For quick reference this chart contains page references to the individual departments.

2. Internal Service Funds

The City has two internal service funds: one for vehicle replacement and a second for insurance and benefits. They are both shown at the end of the Expenditure Budget Section (pp. 173-177). An internal service fund is a revolving fund which is established to isolate the costs of a particular function, and then to allocate those costs to the various operating divisions.

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

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

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

Section IV: Capital Improvement Program

This Section (pp. 179-203) contains a listing of all capital improvement projects budgeted for this year. Additionally, it indicates the source of funding and provides a more detailed description of the scope and location for each project. The amounts budgeted for each project are also included within the expenditure budgets for each of the operating divisions that are responsible for managing the projects.


This section also contains the City's Ten Year Capital Improvement Plan which indicates by year the estimated cost and funding source for each project included within the plan.

Section V: Appendix

This section shows the detailed expenditure budgets for the City's principal funds including the General Fund, the Parking Fund, the Sewer Fund, and the Transit Fund. It also shows a summary for All Funds Combined.

In the Expenditure Section of this budget document, these detailed expenditure budgets are *arrayed by department and division*. In this Appendix Section, the detailed expenditure budgets are *arrayed by fund*.

MEMORANDUM

DATE: April 27, 1999
TO: City Council
FROM:  Kenneth Frank, City Manager
SUBJECT: MODIFICATION OF THE PRELIMINARY BUDGET


Natural disasters continue to haunt Laguna Beach and to batter the municipal budget. At its meeting of April 20, the Council was compelled to appropriate \$1,550,000 for the Dunning Drive landslide lawsuits. That allocation is not reflected in the preliminary budget or the attached budget message.

Setting aside \$1,550,000 for Dunning Drive requires the following changes to the preliminary budget:

1. Elimination of the \$500,000 Contingency Reserve. Since that reserve does not show in the fund summaries, there is no immediate impact on the budget process. However, in June, I will be recommending that the City Council assign any unanticipated fund balance on June 30, 1999 to replenish the Contingency Reserve.
2. Reduction of the balance in the Automotive Replacement Fund by \$518,000. Since the number of replacement vehicles in next year's proposed budget is relatively modest, there will not be an immediate impact. Problems are likely to occur further in the future when several fire engines need to be replaced.
3. Reduction of the starting fund balance in the General Fund by \$532,000. Were it not for this decrease, the General Fund Reserve would be more than \$300,000 over the 10% reserve requirement. The Council could have chosen to supplement the preliminary budget with new programs. Instead, the preliminary budget should be decreased by \$150,000 to attain the necessary 10% reserve requirement.

Attachment

MEMORANDUM

DATE: April 23, 1999
TO: City Council
FROM:  Kenneth Frank, City Manager
SUBJECT: TRANSMITTAL OF THE 1999-2000 PRELIMINARY BUDGET

Chapter 3.24 of the Laguna Beach Municipal Code requires the City Manager to submit a proposed budget to the City Council by May 1 of each year. In compliance with that mandate, the preliminary spending plan for fiscal year 1999-2000 is hereby presented. A public workshop concerning the budget is scheduled for Wednesday evening, May 5 at 7:30 p.m. A public hearing is planned for the City Council meeting of May 18. A third public forum will be held on June 15 in anticipation that the Council would adopt the budget at that session.

I. OVERALL CITY FINANCIAL POSTURE

If it were not for the plethora of natural disasters which Laguna Beach has endured, our budget would be in splendid financial condition. Unfortunately, as discussed in Section XV, the allocation for liability insurance is increasing 50% over the present fiscal year. Even with this higher expense, the proposed General Fund balance is about \$390,000 above the 10% reserve requirement due almost entirely to decreased payments to the Public Employees' Retirement System. The Council could reduce the transfer from the Parking Fund to the General Fund or could supplement the preliminary budget with additional spending. The preliminary budget:

- Increases staffing to accommodate the rise in building and zoning applications. It would be highly desirable to add a second battalion chief in the Fire Department and a computer network specialist but neither of those positions are included in the preliminary budget.
- Finances most departmental requests for replacement of existing equipment; however, in only a few cases does the budget propose the acquisition of new equipment. The capital outlay accounts should be augmented so that the equipment utilized by our employees allows them to be as efficient as possible.
- Eschews any increase in fees or taxes; however, the Council recently approved an inflationary adjustment for Community Development fees.
- Depends heavily upon the financial buoyancy of the State Public Employees' Retirement System (PERS) since the City's balance at PERS has resulted in decreased rates and a savings for the current year of about \$475,000 in the General Fund.

- Requires a transfer of \$700,000 from the Parking Fund to balance the General Fund; this transfer has been necessary since the State usurped \$1.2 million in annual property taxes.

II. DISCRETIONARY REVENUE

While the entire City budget for next fiscal year will exceed \$35 million, a significant portion of that spending is nondiscretionary, i.e., the City Council does not enjoy unfettered authority to use that money on any municipal purpose. For example, extractions from developers such as park, housing and drainage fees must be spent only for those specific purposes. Charges for recreation programs, refuse collection, sewer service, and building permits must be used for those services. Federal and State grants are tightly circumscribed in their use. Street lighting and gas tax revenues are restricted for prescribed purposes.

After these circumscribed revenues are excised from the budget, approximately \$19 million remains for the Council to apportion among the gamut of municipal services. In the proposed budget for Fiscal Year 1999-2000, those discretionary funds are allocated roughly as follows:

<u>Police</u> including Animal Control	30 %
<u>Fire</u> including paramedics	24 %
<u>Municipal Services</u> including streets, beaches, and parks	23 %
<u>General Government</u> including City Council, City Clerk, City Manager, City Attorney, Personnel, and Finance	13 %
<u>Community Services</u> including recreation, senior services, swimming pool and community agencies	3 %
<u>Marine Safety</u>	5 %
<u>Community Development</u> including planning, building and zoning	2 %

III. GENERAL FUND REVENUE OUTLOOK FOR FISCAL YEAR 1999-2000

General Fund revenue is estimated to be \$22,775,850. Salient features of these revenues include:

- Property taxes are projected to rise by 5%.
- Sales taxes and hotel taxes are assumed to be stable based on revised estimates for the current fiscal year.
- Rent from the Festival of Arts is budgeted at \$143,000 in the General Fund; that amount equals the proposed allocation for community agencies. The remainder of the rent from the Festival is allotted to the Capital Improvement Fund. The budget assumes that the current lease percentage will remain in effect for the coming fiscal year.
- The State has restored a portion of the vehicle code fine revenue which it had taken from the City several years ago. Hence, our estimates for that revenue are almost double the amount we received two years ago.
- Refuse service revenues reflect the full implementation of the new collection system; they include a modest rate adjustment starting July 1 in accord with the contract with Waste Management.
- Revenue is shown for the Passport to Laguna ticket program which is coordinated with the three art festivals. The City provides the accounting for that program. Therefore, we show an equal amount of revenue and expenditures in the budget.

IV. GENERAL FUND EXPENDITURE HIGHLIGHTS

ALL DEPARTMENTS

General Fund spending is proposed at \$23,745,290 which is about \$1.1 million (5%) above the adopted budget for 1998-99. There are very few changes from last year's approved General Fund budget.

CITY COUNCIL, CITY MANAGER, CITY CLERK, CITY TREASURER, AND CITY ATTORNEY

There is virtually no change in any of these budgets.

ADMINISTRATIVE SERVICES DEPARTMENT

No significant changes are contemplated in the Personnel and Finance areas. However, in the Non-Departmental division, there are several items of interest:

- Funds are included for a 4% salary increase which will occur on July 1 under the labor agreements with each of the three employee unions. Funds are also available for an increase in part-time salaries which was approved by the City Council earlier this year.
- It appears that the battle over the reuse of the El Toro Marine Base will continue at least another year. We have been advised by the El Toro Reuse Planning Authority that Laguna Beach should budget \$225,000 for legal and administrative costs in 1999-2000.
- Funding for the Visitors Bureau has declined since our bed tax revenue in calendar year 1998 was fractionally lower than in the preceding year; nonetheless, the allocation of almost \$145,000 for the Visitors Bureau is substantially higher than that allotment only two years ago.
- The Non-Departmental budget includes \$50,000 to provide an Internet connection for all City departments which will establish a system of internal and external E-mail. This is one of the few initiatives in the proposed budget.
- The budget does not include funding to initiate a program of Internet commerce. The City is not prepared for that step since we do not have a person dedicated to computer services. Also, we have surveyed other cities and found that Internet commerce is still a nascent activity in most cities, even those in the Silicon Valley.
- The Non-Departmental budget does not propose continuing extraordinary funding which the Council provided last year to the Museum of Art, the Community Clinic or the Chamber of Commerce. It is assumed that those requests will be accommodated within the funding that is available for community agencies.

POLICE DEPARTMENT

No new initiatives are proposed for this department. However, the General Fund is gradually absorbing new police officers which were originally financed in part by Federal grants. The Federal grants expire at the end of 1999-2000 and the General Fund will need to absorb additional salaries in subsequent years.

FIRE DEPARTMENT

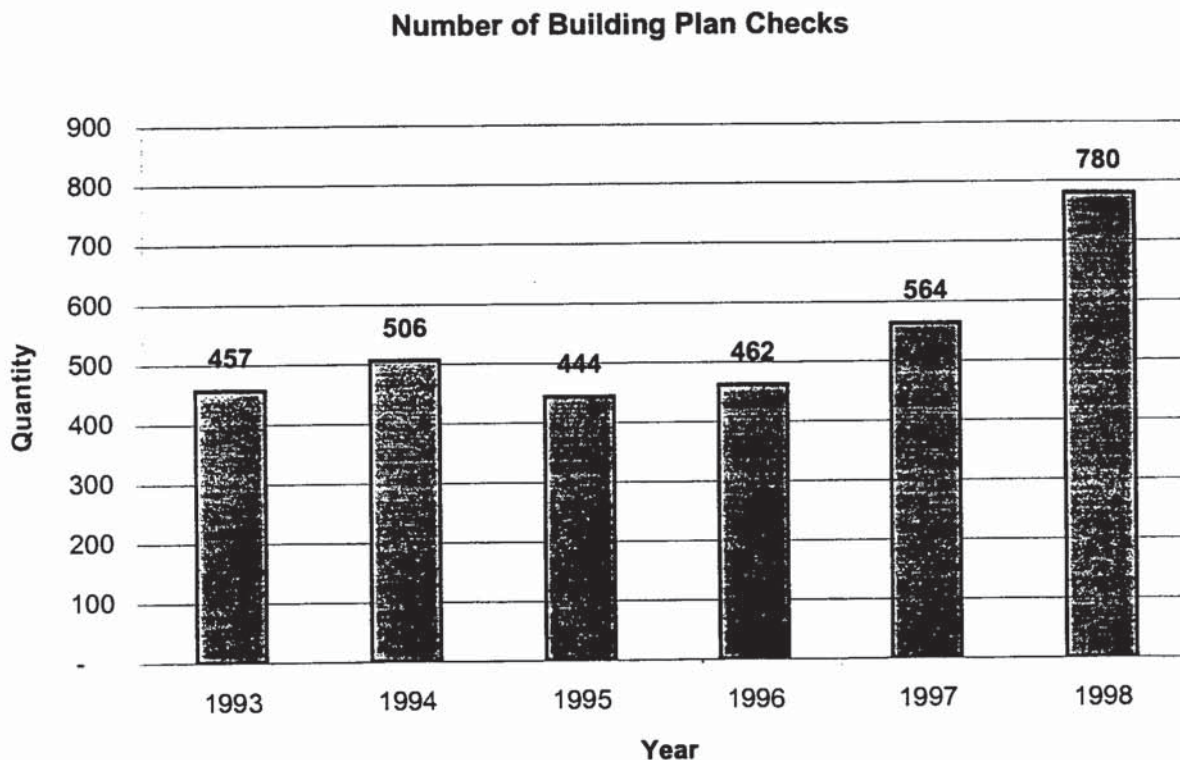
The Fire Department's budget is also static although we have attempted to replace antiquated equipment and to repair existing buildings to the extent possible. While it would be extremely desirable to augment the Fire Department budget by hiring a second battalion chief and by increasing the overtime funds available to send employees to training on duty, those desirable items have not been incorporated in the proposed budget.

MUNICIPAL SERVICES DEPARTMENT

The General Fund portion of this department is essentially unchanged from last year. No new enterprises have been recommended with the exception of a purchase of a bobcat (a small tractor/loader) which would be extremely important in emergencies and would enhance efficiency on a regular basis. Major changes to the Municipal Services Department budget are discussed under the Sewer Fund, Transit Fund and Capital Improvement Fund. Also, the Municipal Services budget for the Solid Waste Division is substantially modified to reflect the first full year of operation for the new refuse collection system.

COMMUNITY DEVELOPMENT DEPARTMENT

Building activity in Laguna is at its zenith as illustrated in the following chart.



Several changes are proposed in this department's staffing level to respond to the heightened activity. During the present year, an additional Building Inspector was hired when one of our three Inspectors was seriously injured on the job. It is anticipated that the injured Inspector may be able to return to full duty in early summer. The budget proposes continuing the fourth Inspector for the foreseeable future to help us meet the substantially increased workload associated with the rise in building activity. When that workload begins to decline, one of the four Inspectors will be transferred to the Municipal Services Department to replace a temporary contract inspector who has been hired to help oversee the expanded Capital Improvement Program which the City has undertaken. When that occurs, the Inspector's salary will be charged to the various capital improvement projects in the same way that the contract inspector is currently allocated.

Also, to reflect the additional workload, part-time salaries have been increased to allow the retired Code Enforcement Officer to work 20 hours per week to assist the counter staff, to perform routine plan checks and to help prepare Real Property Reports.

Furthermore, one of the planners has been transferred from the Planning Division to Zoning to process the pending applications.

COMMUNITY SERVICES DEPARTMENT

The budget reflects the substantial increase in fee-based recreation programs which has occurred over the last several years. Replacement of the existing computer software in the recreation division has been budgeted because the client base has doubled since the class registration system was initially purchased about seven years ago.

Swimming pool operations continue to expand gradually and the pool itself continues to need ongoing capital outlay in order to ensure that it is operating efficiently. These increased costs are partially offset by higher revenues. Fifty percent (50%) of the nonpersonnel costs are presently paid by the School District, although this allocation is being reviewed.

Nonprofit community agencies have formally applied for \$340,000; only \$143,000 is available in the preliminary budget based on allocating 25% of lease revenue from the Festival of Arts. Traditionally the Council has selected two of its members to scrutinize these applications and to recommend funding priorities at the adoption of the budget in June.

MARINE SAFETY DEPARTMENT

Last year, the City Council significantly augmented the department's budget to provide lifeguard coverage in off-peak seasons. Over the last two years, the part-time salary account has risen by about \$112,000 (29%) to account for the increased coverage, full compliance with the Fair Labor Standards Act, and tidepool enforcement. As with all other part-time employees, the Non-Departmental budget includes funding to reflect the Council approved advance in lifeguard salaries; that amount will be in addition to the \$500,000 in part-time salaries shown in the budget.

V. COMPARISON OF GENERAL FUND REVENUES AND EXPENDITURES

General Fund revenues for Fiscal Year 1999-2000 are estimated to be \$22,775,850. Expenditures of \$23,745,290 are recommended. After the transfer of \$700,000 from the Parking Fund and \$116,430 from Federal and State grants, the General Fund balance would be \$2,764,702 which is about \$390,000 above the 10% reserve requirement of the Municipal Code. The next section of this budget message describes options for augmenting the preliminary budget based on entreaties by the Council, by individuals or organizations, or by City departments. However, because annual revenue is less than projected expenditures for next fiscal year - and the budget is balanced by using carryover balances from the previous year - the Council should be cautious in adding ongoing expenses.

VI. UNFUNDED BUDGET REQUESTS

As stated previously, the preliminary budget contains virtually no new services. However, each City department has submitted a list of items that it would like to add to next year's budget. In addition, numerous items that were included as part of departmental budget submittals were eliminated in order to create a reserve for Council priorities. Therefore, the purpose of this section is to provide the Council with a staff analysis of a host of worthwhile items which would be desirable to add to the budget. These are the 20 highest priorities based upon the following criteria:

- Completion of previously authorized projects;
 - Replacement of existing equipment;
 - Purchase of additional equipment which will increase the efficiency or the safety of employees;
 - Funding of new endeavors which the City Council has specifically requested;
 - Initiation of programs that will enhance public safety or have a high visibility in the community.
1. Restroom Cleaning (\$9,000 per year) -- Opening of the Forest Lane Restroom has forced the custodial staff to neglect other facilities. During the summer and on weekends, this restroom should be cleaned twice a day with daily service at nonpeak periods. Adding \$9,000 to the Parks and Buildings Division budget would pay for that level of cleaning.
 2. Summer Transit Service (\$13,000 City Cost) -- The Council specifically asked us to look at the possibility of reducing the headways on the summer trams. The proposed budget calls for purchase of a replacement tram and acquisition of an additional tram which would provide the vehicles to improve service. Reducing the headways from about 45 minutes to 23 minutes would cost the City about \$13,000 in the summer of 1999 using a rented bus. OCTA funding would match the City contribution. Future City costs would be about \$8,000 per year after the tram is acquired. The Council has traditionally allocated Parking Fund reserves for transit costs.
 3. Main Beach Lifeguard Tower (\$37,000 one time) -- The lifeguard tower needs a host of repairs. This building is well recognized in the community and is the subject of many photographs and paintings. The City should strive to repair this building both internally and externally so it is safe, useable and attractive.

4. Clean Machine Operator (\$15,000 per year) -- During this fiscal year, the mechanical sidewalk sweeper has been operated by hourly employees. In order to use the sweeper seven days a week for six months and four days per week for the remainder of the year, an allocation of \$25,000 would be necessary. About \$10,000 is already available from salaries devoted to custodial activities; hence, an additional \$15,000 would facilitate the full use of this equipment.
5. Fire Department Battalion Chief (\$110,000 per year) -- Almost 15 years ago, the number of management employees in the Fire Department was reduced by the elimination of one Battalion Chief. Since that time, South Laguna has been annexed adding an additional station. Also, rather than contract with the County for paramedic services, that function is performed in-house. In short, the fire operation has become more complicated but we have less management staff. That deficiency is partly responsible for concerns expressed by Fire employees that the training program needs to be enhanced. Also, the addition of a second Battalion Chief would significantly improve the management of the department in areas such as coordination of building inspections.
6. Computer Specialist (\$75,000 per year) -- The City has managed to implement an integrated personal computer system without having the benefit of a staff member devoted full-time to this chore. In effect, we have borrowed staff time from Community Development, Police and other departments where individuals have developed the sophistication to install and repair the equipment. Several part-time consultants are also employed. As we go into internal and external E-mail, the system will simply not operate effectively without someone to manage it on a day-to-day basis. Therefore, it is necessary to employ a full-time person in this position. This would benefit all City departments.
7. Fire Department Overtime for Training (\$10,000 per year) -- Due to the nature of the Fire Department work week, it is difficult to schedule training off-site without paying overtime. In the past, we have rarely attempted to send our staff off-site to participate in training programs which would improve their skills. By allocating some overtime funds, the competency of our existing personnel could be enhanced. About 400 hours of training would be provided under this allocation.
8. Community Development Records Conversion (\$25,000 one time) -- All of the existing Community Development files are being placed on laser disks. This process has been slower than anticipated because of the bulky nature of the files and the difficulty of sorting the materials so they can easily be retrieved in the future. Adding part-time salary money would greatly reduce the amount of time necessary to complete this project; that time is estimated at present at several years. Adding \$25,000 to the budget would provide more than 2,000 hours of assistance during the current year which would accelerate the program by 12 months.
9. Defibrillators in Marine Safety (\$16,000 one time) -- Purchasing defibrillators for use in each of the three Marine Safety and at the Main Beach headquarters would enhance lifesaving support for people who are injured. Often our Marine Safety personnel are the first emergency responders on scene and the use of defibrillators could restore someone's natural breathing at the earliest possible time.

10. Fire Department Training Simulator (\$7,000 one time) -- This device would improve the on-site training for our fire personnel by providing simulated events. This training would enhance the judgment of fire personnel at fire events and lead to improved fire service.
11. Controlled Burns Consultant (\$10,000 one time) -- We have been encouraging the County Parks Department, the Fire Authority and the Natural Communities Conservation Program to schedule controlled burns for Aliso and Wood Canyons to reduce the fire hazard to our community. Fire officials have made about every possible excuse as to why this has not been done. However, if the City were to retain a consultant who was experienced in controlled burns, that person could prepare a plan that could expedite controlled burns adjacent to Laguna Beach. For a relatively modest amount of money, this could lead to a substantial reduction in the wildland fire hazard.
12. Swimming Pool Lockers (\$8,000 City Cost one time) -- The metal lockers at the swimming pool need to be replaced in the near future. At present, the City and School District split that cost. This one time expense would provide a different type of locker that would last substantially longer than the lockers which were initially purchased when the pool was constructed.
13. Full-Time Swimming Pool Manager (\$10,000 per year) -- At present, the City and School District employ a part-time individual who works almost a full-time schedule during the course of the year. Coordination, maintenance, and overall pool operations would be enhanced if the person were a full-time permanent employee.
14. Part-Time Beach Cleaning Staff for Municipal Services (\$15,000 per year) -- A year ago, we experimented with hand cleaning some of the cove beaches that are frequented more heavily by Laguna Beach residents. Picking up litter and raking portions of the beach, a small crew of part-time employees during the summer could make a huge difference in the appearance of the beaches. This would also improve water quality since this trash would be removed from the ocean.
15. Finance Staffing (\$14,000 per year) -- Presently, one of the support staff posts is budgeted for 24 hours per week. Expanding this position to full-time would enable the Finance Division to eliminate a backlog of processing and address its accounting priorities in a timely manner.
16. Permit Software for Building Division (\$32,000 one time) -- The existing computer software which operates the building permit system is outdated and needs to be replaced in the near future. This \$32,000 cost could be recovered by an additional increase in the building permit fees. Building fees were raised only 4% earlier this year, while planning and zoning fees were increased by 10%. Upping the building fees by 6% would raise roughly the amount of money necessary to purchase the upgraded permit software.
17. Reverse 9-1-1 Phone System (\$33,000 one time) -- It is possible to install a phone system which can notify residents in certain areas of town if there is a problem in the neighborhood. For example, during the 1993 conflagration, it would have been possible to phone everyone along Skyline Drive to notify them to evacuate their homes. This would have been an additional notification above and beyond the door-to-door system which was used effectively.

18. Arts Commission Annual Mural (\$5,000 per year) -- The Arts Commission recommends having an outdoor mural commissioned each year at a cost of approximately \$5,000. The Commission is requesting this from the General Fund; however, the Art-In-Lieu Fund has money available for this purpose.
19. Internet Commerce (\$50,000 one time) -- The Council asked us to look at the possibility of selling City services over the Internet. This could include registration for recreation classes, the purchase of shopper's permits and animal licenses, etc. The staff has surveyed other cities including those which are reputed to be at the forefront of computer use in local government. It appears that we may be a couple of years too early because few cities have an Internet commerce capability at this point in time. Without hiring a full-time computer person and elevating the level of our equipment substantially, Laguna Beach would not be in a good position to embark upon this venture. This would be an excellent initiative in one to two years in the future.
20. Soccer Field (\$750,000 one time plus ongoing maintenance) -- There is nothing in the Capital Improvement Program for a contribution to new soccer and play fields at El Morro School or on Laguna Canyon Road. At this point, the staff is not able to integrate that expense into the proposed budget without significantly reordering other priorities. It is estimated that constructing a soccer field on Laguna Canyon Road will cost about \$750,000. Rough estimates of the cost of the play fields at El Morro are in the neighborhood of \$2 million although the School District has funds to pay for a significant portion of that project. The staff has considered ways in which roughly \$750,000 could be made available to finance this Council priority. We have been advised that the City will shortly be receiving a reimbursement in excess of \$500,000 from Orange County for some of our losses in the bankruptcy. Therefore, we recommend that the Council adopt a position that all bankruptcy proceeds be allocated to construction of a new soccer field, either at Laguna Canyon Road or at El Morro School.

VII. PARKING AUTHORITY FUND

Within the Enforcement Division, the budget proposes replacing the hand-held computers and software which are used by the parking officers to issue citations. The Parking Maintenance Division of Municipal Services has requested three ticket machines which would be placed in the Mermaid lot and the two parking lots on Ocean Avenue to replace the roughly 60 meters in those three lots. These are similar to the machines that are already in operation successfully in the Broadway lot and the Forest-Ocean lot. The materials and supplies portion of the budget includes funding to replace 200 mechanical meters with the electronic meters which are more accurate and less costly to maintain.

Since the State property tax reductions in the early 1990's, the Council has transferred \$700,000 each year from the Parking Fund to the General Fund. The proposed budget for next fiscal year continues that transfer. In addition, the Parking Fund has been used to pay the local share of the Transit Fund which we estimate to be almost \$98,000 next year. For next fiscal year, there will also be a transfer into the Parking Fund since the Sewer Fund is required to reimburse the \$490,000 that was borrowed in the present fiscal year to expedite some of the significant sewer improvements. Therefore, by the end of next fiscal year, it is estimated that the Parking Authority Fund will have a balance approaching \$1.9 million; that balance does not include the funds which have already been appropriated for the corporation yard project.

VIII. PARKING IN-LIEU, ART IN-LIEU, DRAINAGE IN-LIEU, HOUSING IN-LIEU AND PARK IN-LIEU FUNDS

For next fiscal year, the only expense anticipated from these five funds is approximately \$14,000 to continue the affordable housing subsidies for several senior citizens who were forced to leave the Treasure Island Mobile Home Park. The balance in the Parking In-Lieu Fund, which is close to \$400,000, is reserved for parking facilities at the Village Entrance.

IX. CAPITAL IMPROVEMENT FUND

The blue pages near the back of the preliminary budget depict the recommended capital improvement program for 1999-2000. Projects are financed from the Capital Improvement Fund, the Sewer Fund and the Street Lighting Fund. However, only the revenue which accrues to the Capital Improvement Fund can be utilized by the City for any municipal purpose; the gas taxes, sewer revenues and street lighting revenues are restricted to those particular uses.

The proposed budget continues to place the rent payment from the Festival of Arts - except for the 25% proposed for community agencies - into the Capital Improvement Fund rather than the General Fund. Placing the Festival rent in the Capital Improvement Fund will augment our annual Capital Improvement effort by \$430,000. The next nine years of the proposed Capital Improvement budget also assume that the Festival rent will be credited to this function. If the lease were changed to reduce City revenues, the proposed Ten Year Capital Improvement Program would need to be revised to reflect fewer projects unless another revenue source were directed to capital improvements.

Not surprisingly, the major thrust of the proposed Capital Improvement Fund is the improvement of the storm drainage system that has been deficient during inclement weather in recent years. The single most expensive project is a major storm drain in Canyon Acres. There is also a proposal to substantially enlarge the storm drain which protects the Festival of Arts.

Next year's proposed Capital Improvement budget also marks a new approach toward the maintenance of public restrooms. In previous years, relatively modest amounts have been budgeted to remodel the interior of some of our older restrooms. However, in fiscal year 1999-2000, the staff is recommending the allocation of \$150,000 to totally rebuild the north Main Beach restroom. It would be rebuilt to a quality similar to that embodied in the Forest Lane facility. Such a restroom would be much easier to maintain and would provide a significantly more desirable experience for residents and visitors who need to use the public restrooms. The Ten Year Plan contemplates the replacement of all of the City's older restrooms.

X. GAS TAX FUND

Next year's budget does not include a road resurfacing project. Instead, two projects will be proposed for the 2000-2001 fiscal year. In that year, the Gas Tax Fund would finance the resurfacing of all the North Laguna streets north of the Boat Canyon shopping center and all of the streets in the Alta Vista, Terry Road, and Temple Hills neighborhoods. In effect, the North Laguna project is being delayed - at least as far as budgeting is concerned - for one year to ensure that the undergrounding, sewer replacement, storm drain projects and Vons Market in North Laguna are completed prior to the resurfacing of the streets.

XI. SEWER FUND

The Sewer Fund benefits from an infusion of \$4 million generated from the sale of surplus capacity at the Coastal Treatment Plant. As a result, there is a plethora of capital projects being proposed for the next several years. A heavy emphasis is placed on repairing known deficiencies in existing sewer lines. Generators at additional pump stations are proposed. Also, the proposed budget continues the City's effort to transfer nuisance water from the storm drains to the sewer system during the dry months. Furthermore, the 10 year sewer budget incorporates all of the AWMA capital improvements.

XII. STREET LIGHTING FUND

The Street Lighting Fund is in envious financial shape although its only revenue comes from a portion of the property tax which is designated for that purpose. In recent years, lighting has been improved at Heisler Park, the Third Street stairs, the Broadway parking lot, and the Mermaid parking lot. Next fiscal year lighting would be installed at the stairs from Lower Cliff Drive to Broadway Place, along Forest Lane, and in the two Ocean Avenue parking lots.

XIII. TRANSIT FUND

Federal funding for transit operating costs is extremely uncertain but it appears that small transit systems will enjoy some level of continuing operating subsidies. Hence, \$114,000 in Federal funding is projected for next fiscal year. Assuming receipt of that Federal subsidy, the transfer from the Parking Fund to the Transit Fund is estimated to be almost \$98,000. The budget proposes the replacement of an existing open air tram and the acquisition of an additional tram. The purchase of an additional tram will bring us back to the fleet level that we had several years ago and will provide a back-up vehicle in the event that a unit is disabled. The proposed budget for next fiscal year does not include any increase in transit service; however, a previous section of the budget discussed the option of reducing the headways for the summer service.

XIV. DEBT SERVICE FUND

Servicing the debt on the General Obligation Bonds, which were issued for the acquisition of land in Laguna Canyon, will cost about \$1.8 million in 1999-2000. The property tax override, which adds almost 5% to the base tax rate, will finance that payment.

XV. INTERNAL SERVICE FUNDS

The Automotive Replacement Fund provides financing to maintain the City's fleet of vehicles. Adequate funds have been set aside to replace our vehicles as they end their useful lives.

As indicated earlier in the budget message, the Insurance Fund is in dismal shape. The budget proposes a 50% increase in the City's contribution to the liability insurance portion of the Insurance Fund. The remaining sub-accounts for health insurance, workers compensation, dental insurance and long term disability are adequately funded at the present level.

EXHIBIT A
MODIFICATIONS TO THE 1999-2000
PRELIMINARY BUDGET
AS ADOPTED BY CITY COUNCIL ON JUNE 15, 1999

1. Increase hotel tax revenues by \$97,000.
2. Increase building permit fees by \$35,000.
3. Withhold for one year the 7% City contribution on behalf of miscellaneous employees to the Public Employees Retirement System thereby creating a one-time savings of \$365,000 to the General Fund.
4. Reduce revenues from the School District for swimming pool expenses by \$7,000.
5. Increase part-time salaries in the Transit Division by \$6,000 to operate an additional tram on PCH, increase transit revenue by \$3,000 and transfer \$3,000 from the Parking Fund to the Transit Fund.
6. Increase part-time salaries in the Parks and Beaches Division by \$9,000.
7. Appropriate \$1,500 in Parks and Beaches contractual services for a portable toilet at the dog park.
8. Increase the 800 MHz budget in the Marine Safety Department by \$45,700.
9. Add \$10,600 to the Fire Department Capital Equipment budget for the 800 MHz conversion.
10. Increase the swimming pool budget by \$11,500 to hire a full-time manager, and raise revenues by \$5,500 from higher fees.
11. Augment the Transit Fund by \$13,000 to add an additional tram to the Coast Highway route during the summer, and increase transit revenue by \$6,500 and transfer \$6,500 from the Parking Fund to the Transit Fund.
12. Increase part-time salaries in the Parks and Beaches Division by \$15,000 for sidewalk cleaning.
13. Add \$25,000 to the Building Division for part-time staff to convert records to computer files.
14. Appropriate \$32,000 for permit software in the Building Division.
15. Increase the allocation for the El Toro Reuse Planning Authority by \$210,000.

EXHIBIT A

Page 2

16. Allocate \$35,000 for a facilitator to assist the Visioning Committee.
17. Augment by \$70,000 the \$85,000 already set aside to help the Museum of Art to rebuild its temperature and humidity system with the funding reserved until the entire project is funded.
18. Add \$28,000 to the Fire Department for Battalion Chief funding starting April 1, 2000.
19. Allocate \$19,000 to retain a computer network specialist in Administrative Services starting April 1, 2000.
20. Delete \$55,000 from the Streets Division which had been earmarked to acquire a bobcat.
21. Reduce both revenues and expenses in the Refuse Division budget by \$31,500 to \$1,453,650.
22. Authorize the carryover of unused overtime in the Fire Department's 1998-99 and 1999-2000 budgets for employee training.
23. Replenish the Reserve for Contingencies by transferring into that account any amount above the estimated ending General Fund balance at June 30, 1999.
24. Establish an account to develop an additional soccer field and deposit any proceeds from the Orange County bankruptcy into that account.
25. Authorize the construction of a new storm drain on South Coast Highway by appropriating \$230,000 (\$190,000 from the Capital Improvement Fund and \$40,000 from the Drainage Fund).

Section I

City-Wide Summaries

Beginning & Ending Balances.....	page 3
Sources & Uses of Funds (by Department).....	page 5
Sources & Uses of Funds (by Division).....	page 6
History of Authorized Positions.....	page 7

Beginning and Ending Balances

Fiscal Year 1999-00

All Funds¹

	Estimated Beginning Balance July 1, 1999	Estimated Revenues	Transfers In (Out)	Estimated Expenditures	Estimated Ending Balance June 30, 2000
Operating and Capital Project Funds					
General	\$2,495,712	\$22,874,850	\$816,430 ²	\$23,806,090	\$2,380,902
Open Space	409,023	0	0	0	409,023
Capital Improvement	304,801	1,655,000	40,000	1,990,000	9,801
Parking Authority	1,069,022	2,214,200	(317,440) ³	1,086,610	1,879,172
Parking In Lieu	377,085	19,000	0	0	396,085
Park In Lieu	60,269	8,000	0	0	68,269
Art In Lieu	67,930	3,600	0	0	71,530
Drainage	41,712	1,000	(40,000)	0	2,712
Housing In Lieu	55,301	5,000	0	14,400	45,901
Gas Tax	302	711,000	0	0	711,302
Street Lighting	1,932,477	401,200	0	253,180	2,080,497
Sewer	210,509	7,720,000	(490,000)	5,424,240	2,016,269
Spec. Revenue & Grants ⁴	5,663	171,430	(116,430)	55,000	5,663
Debt Service	1,853,019	1,827,000	0	1,823,730	1,856,289
Transit	2,000	997,490	107,440	1,104,930	2,000
Total	8,884,825	38,608,770	0	35,558,180	11,935,415
Internal Service Funds					
Insurance	166,535	3,345,630	0	3,345,630	166,535
Vehicle Replacement	659,139	566,600	0	242,370	983,369
Total	\$825,674	\$3,912,230	\$0	\$3,588,000	\$1,149,904

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

² Includes transfers in of \$700,000 from the Parking Authority Fund and \$116,430 from the Police Grants Fund.

³ Includes transfers out of \$700,000 to the General Fund and \$107,440 to the Transit Fund, and transfers in of \$490,000 from the Sewer Fund.

⁴ Includes the Police Grants Fund, the Community Development Block Grant Fund, the December 1997 OES Rainstorm Fund, and the February 1998 FEMA/OES Rainstorm Fund.

Sources & Uses of Funds
Fiscal Year 1999-00

Sources & Uses of Funds¹
Summary by Department and Fund

All
Funds

	Total Budget (All Funds)	Total Budget Allocated by Fund														Internal Service Funds		
		General Fund	Parking Authority	Sewer Fund	Transit Fund	Capital Improvement	Gas Tax	Spec. Rev. & Grants	Street Lighting	Drainage Fund	Open Space	Debt Service	Parking In Lieu	Park In Lieu	Housing In Lieu	Art In Lieu	Vehicle Repl	Insurance
SOURCES OF FUNDS																		
BEGINNING BALANCE: July 1, 1999																		
Revenues	\$8,884,825	\$2,495,712	\$1,069,022	\$210,509	\$2,000	\$304,801	\$302	\$5,663	\$1,932,477	\$41,712	\$409,023	\$1,853,019	\$377,085	\$60,269	\$55,301	\$67,930	\$659,139	\$166,535
Transfers: In/(Out)	38,608,770	22,874,850	2,214,200	7,720,000	997,490	1,655,000	711,000	171,430	401,200	1,000	0	1,827,000	19,000	8,000	5,000	3,600	566,600	3,345,630
	0	816,430	(317,440)	(490,000)	107,440	40,000		(116,430)		(40,000)								
TOTAL SOURCES OF FUNDS	47,493,595	26,186,992	2,965,782	7,440,509	1,106,930	1,999,801	711,302	60,663	2,333,677	2,712	409,023	3,680,019	396,085	68,269	60,301	71,530	1,225,739	3,512,165
USES OF FUNDS																		
City Council (p. 39)	75,150																	N O T A P P L I C A B L E
City Manager (p. 41)	216,550																	
City Clerk (p. 43)	169,500																	
City Treasurer (p. 45)	62,910																	
City Attorney (p. 47)	370,000																	
Administrative Services (p. 49)	3,991,860																	
Police (p. 63)	7,042,360																	
Fire (p.83)	4,679,280																	
Municipal Services (p. 97)	15,030,060																	
Community Development (p. 131)	1,606,330																	
Community Services (p. 147)	1,341,260																	
Marine Safety (p. 165)	972,920																	
TOTAL USES OF FUNDS	35,558,180	23,806,090	1,086,610	5,424,240	1,104,930	1,990,000	0	55,000	253,180	0	0	1,823,730	0	0	14,400	0	242,370	3,345,630
ENDING BALANCE: June 30, 2000	\$11,935,415	\$2,380,902	\$1,879,172	\$2,016,269	\$2,000	\$9,801	\$711,302	\$5,663	\$2,080,497	\$2,712	\$409,023	\$1,856,289	\$396,085	\$68,269	\$45,901	\$71,530	\$983,369	\$166,535

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

Sources & Uses of Funds¹
Summary by Division and Fund
Fiscal Year 1999-00

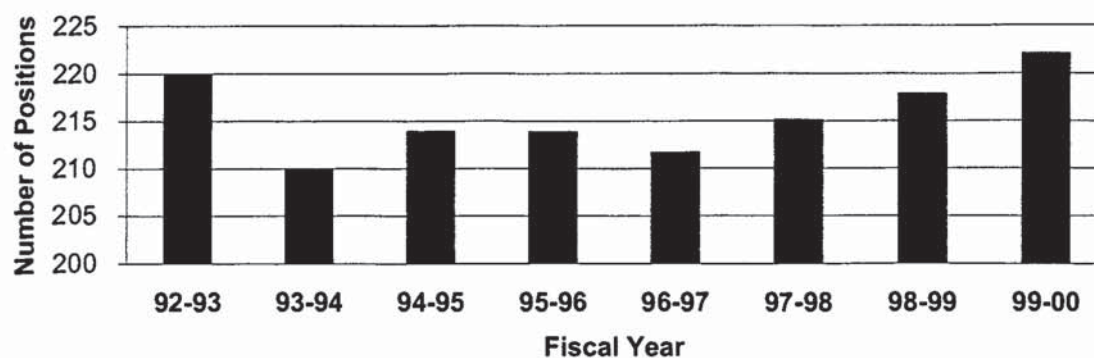
**All
Funds**

	Total Funds Budgeted	Funding Distribution														
		General	Parking	Sewer	Transit	Capital	Gas	Spec. Rev.	Street	Drainage	Open	Debt	Parking	Park	Housing	Art
		Fund	Auth.			Impv't.	Tax	& Grants	Lighting		Space	Service	In Lieu	In Lieu	In Lieu	In Lieu
SOURCES OF FUNDS																
FISCAL YEAR 2000:																
Est. Beginning Balance*	\$8,884,825	\$2,495,712	\$1,069,022	\$210,509	\$2,000	\$304,801	\$302	\$5,663	\$1,932,477	\$41,712	\$409,023	\$1,853,019	\$377,085	\$60,269	\$55,301	\$67,930
Revenues	38,608,770	22,874,850	2,214,200	7,720,000	997,490	1,655,000	711,000	171,430	401,200	1,000	0	1,627,000	19,000	8,000	5,000	3,600
Transfers: In/(Out)	0	816,430	(317,440)	(490,000)	107,440	40,000		(116,430)		(40,000)						
TOTAL SOURCES (Funds Available)	47,493,595	26,186,992	2,965,782	7,440,509	1,106,930	1,999,801	711,302	60,663	2,333,677	2,712	409,023	3,680,019	396,085	68,269	60,301	71,530
USES OF FUNDS																
City Council	75,150	75,150														
City Manager	216,550	216,550														
City Clerk	169,500	169,500														
City Treasurer	62,910	62,910														
City Attorney	370,000	370,000														
General Gov't. Total:	894,110	894,110														
Administrative Services:																
Personnel	196,380	196,380														
Finance	628,700	628,700														
Non-Departmental	3,166,780	1,343,050										1,823,730				
Department Total	3,991,860	2,168,130										1,823,730				
Police:																
Support Services	1,454,490	1,454,490														
Field Services	3,601,240	3,561,240						40,000								
Investigative Services	1,147,360	1,147,360														
Animal Services	312,780	312,780														
Parking Enforcement	526,490		526,490													
Department Total	7,042,360	6,475,870	526,490					40,000								
Fire:																
Fire Operations	4,586,130	4,586,130														
Weed Abatement	93,150	93,150														
Department Total	4,679,280	4,679,280														
Municipal Services:																
GENERAL OPERATIONS																
Engineering & Administration	2,219,020	489,020				1,730,000										
Equipment Mctc.	172,460	172,460														
Parks & Buildings	1,912,010	1,652,010				260,000										
Street Mctc.	1,934,390	1,934,390														
Solid Waste	1,449,710	1,449,710														
Parking Facilities Mctc.	560,120		560,120													
Street Lighting	253,180								253,180							
Sub-Total: General Operations	8,500,890	5,697,590	560,120			1,990,000			253,180							
SEWER																
Sewer	5,102,010			5,102,010												
No. Coast Interceptor	322,230			322,230												
Sub-Total: Sewer	5,424,240			5,424,240												
TRANSIT																
Administration	110,840				110,840											
Maintenance	183,630				183,630											
Operations	810,660				810,660											
Sub-Total: Transit	1,104,930				1,104,930											
Department Total	15,030,060	5,697,590	560,120	5,424,240	1,104,930	1,990,000			253,180							
Community Development:																
Administration	233,020	233,020														
Zoning	333,640	333,640														
Building Safety	598,900	598,900														
Planning	440,770	440,770														
Department Total	1,606,330	1,606,330														
Community Services:																
Recreation & Social Services	890,770	861,370						15,000							14,400	
Community Assistance	143,000	143,000														
Pool	226,560	226,560														
Arts Commission	80,930	80,930														
Department Total	1,341,260	1,311,860						15,000							14,400	
Marine Safety:																
Marine Safety	972,920	972,920														
Department Total	972,920	972,920														
TOTAL EXPENDITURES	35,558,180	23,806,090	1,086,610	5,424,240	1,104,930	1,990,000	0	55,000	253,180	0	0	1,823,730	0	0	14,400	0
EST. ENDING BALANCE	\$11,935,415	\$2,380,902	\$1,879,172	\$2,016,269	\$2,000	\$9,801	\$711,302	\$5,663	\$2,080,497	\$2,712	\$409,023	\$1,856,289	\$396,085	\$68,269	\$45,901	\$71,530
		General	Parking	Sewer	Transit	Capital	Gas	Spec. Rev.	Street	Drainage	Open	Debt	Parking	Park	Housing	Art
		Fund	Auth.			Impv't.	Tax	& Grants	Lighting		Space	Service	In Lieu	In Lieu	In Lieu	In Lieu

1. Includes all operating and capital project funds. Excludes Trust and Agency, Internal Service, Carryover, Contingency Reserves, and Special Assessment District funds.

2. Includes only funds available for new appropriations.

History of Authorized Positions



Fiscal Year	Council & Clerk	City Manager	City Treas.	Police ¹	Fire	Admin. Services	Municipal Services ²	Comm. Devel.	Comm. Service	Marine Safety	Total
70-71	3.0	2.0	.5	46.0	33.0	6.5	70.0	10.0	3.00	2.3	176.30
71-72	2.0	2.0	.5	52.0	33.0	9.7	73.0	8.0	3.00	3.0	186.20
72-73	2.0	2.0	1.0	54.0	34.0	9.0	69.0	8.0	3.00	3.0	185.00
73-74	2.7	2.0	1.0	56.0	33.0	8.7	64.0	15.0	3.00	3.0	188.40
74-75	3.0	2.0	1.0	55.0	29.5	7.5	58.5	13.0	3.00	3.0	175.50
75-76	3.0	2.0	1.0	54.5	30.0	7.5	56.5	14.0	3.00	3.0	174.50
76-77	2.0	2.0	1.0	56.0	30.0	9.0	57.0	15.0	4.00	3.0	179.00
77-78	1.0	2.0	1.0	60.0	31.0	10.0	59.0	17.0	4.00	3.0	188.00
78-79	1.0	2.0	1.0	64.5	31.0	10.0	59.3	16.0	3.00	3.0	190.80
79-80	2.0	2.0	1.0	65.5	34.0	9.0	53.2	14.0	2.00	3.0	185.70
80-81	2.0	2.0		65.5	34.0	9.0	53.3	14.0	3.00	3.0	185.80
81-82	2.0	2.0	.5	66.5	32.0	9.0	53.3	14.0	3.00	3.0	185.30
82-83	2.0	2.0	.5	66.0	35.0	9.0	52.0	14.0	3.50	3.0	187.00
83-84	2.0	2.0	.5	66.0	35.0	9.0	50.0	14.0	3.50	3.0	185.00
84-85	2.0	2.0	.5	66.0	35.0	9.0	50.0	14.5	4.20	3.0	186.20
85-86	2.0	2.0	.5	66.5	35.0	9.0	49.0	16.6	4.20	3.0	187.80
86-87	2.0	2.0	.5	67.5	35.0	9.0	50.0	16.6	4.20	3.0	189.80
87-88	2.0	2.0	.5	67.0	34.0	9.0	48.0	17.0	3.80	3.0	186.30
88-89	2.0	2.0	.5	75.0	40.0	9.0	52.0	21.0	3.80	3.0	208.30
89-90	2.0	2.0	.5	77.0	40.0	10.0	53.0	21.0	3.80	3.0	212.30
91-92	2.0	2.0	.5	79.0	43.0	9.0	58.0	22.6	4.80	3.0	223.90
92-93	2.0	2.0	.5	79.0	40.0	9.0	58.0	21.6	4.80	3.0	219.90
93-94	2.0	2.0	.5	77.0	36.0	8.6	56.0	20.1	4.80	3.0	210.00
94-95	2.0	2.0	.5	77.0	42.0	8.6	54.0	20.1	4.80	3.0	214.00
95-96	2.0	2.0	.5	79.0	43.0	8.6	52.0	19.1	4.75	3.0	213.95
96-97	2.0	2.0	.5	79.5	43.0	9.0	49.0	19.0	4.75	3.0	211.75
97-98	2.0	2.0	.5	81.0	43.0	9.4	49.0	20.0	5.25	3.0	215.18
98-99	2.0	2.0	.5	82.0	43.0	9.5	50.0	20.2	5.75	3.0	217.95
99-00	2.0	2.0	.5	82.0	44.0	10.5	50.0	21.4	6.75	3.0	222.15

¹ Includes Animal Services and Parking Enforcement

² Includes Parking Administration, Sewer and Transit

Section II

Revenues

Revenue Summary	page 10
General Fund Analysis.....	page 12
Revenue Detail.....	page 17
Description of Key Revenue Sources.....	page 28

Revenue Summary

Fiscal Year 1999-00

All Funds

	Amount	% of Total
General Fund		
Property Tax	8,706,000	
Sales Tax	2,963,000	
Transient Lodging Tax	3,006,300	
Business License Tax	590,000	
Other Taxes	967,000	
Licenses & Permits	564,600	
Fines & Penalties	175,000	
Use of Money & Property	1,229,100	
Revenue from Other Agencies	1,232,550	
Charges for Current Services	3,205,900	
Reimbursements & Contributions	196,400	
Other Revenue	39,000	
Subtotal General Fund	22,874,850	59%
Capital Improvement Fund		
Parking & Other Fines	970,000	
Building Construction Tax	250,000	
Other Revenue	435,000	
Subtotal Capital Improvement	1,655,000	4%
Parking Authority Fund		
Parking Meter Income	2,097,700	
Parking Permits & Other Revenue	116,500	
Subtotal Parking Authority Fund	2,214,200	6%
Sewer Fund		
Sewer Service Charges	3,535,000	
Other Revenue	4,185,000	
Subtotal Sewer Fund	7,720,000	20%

Revenue Summary (Con't.)
Fiscal Year 1999-00

**All
Funds**

	<u>Amount</u>	<u>% of Total</u>
Transit Fund		
State & Federal Grants	811,990	
Bus Fares & Other Bus Income	84,500	
Tram Fares	101,000	
Subtotal Transit Fund	<u>997,490</u>	2%
Street Lighting Fund	401,200	1%
Gas Tax Fund	711,000	2%
Debt Service Fund	1,827,000	5%
Other Revenues		
Drainage In Lieu Fund	1,000	
Housing In Lieu Fund	5,000	
Art In Lieu Fund	3,600	
Park In Lieu Fund	8,000	
Parking In Lieu Fund	19,000	
Police Grants Fund	156,430	
Special Revenue & Grants Fund	15,000	
Subtotal Other Revenues	<u>208,030</u>	1%
 TOTAL ALL REVENUES	 <u><u>\$38,608,770</u></u>	 100%

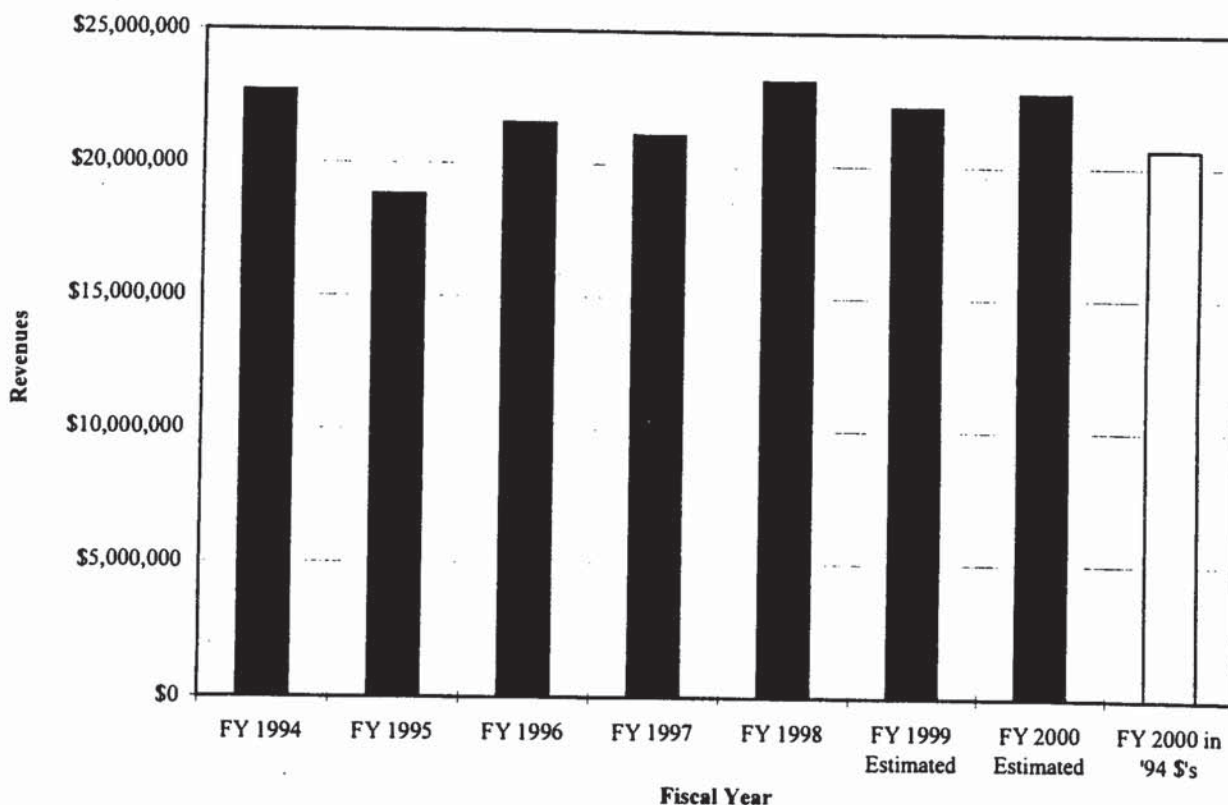
General Fund Analysis

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

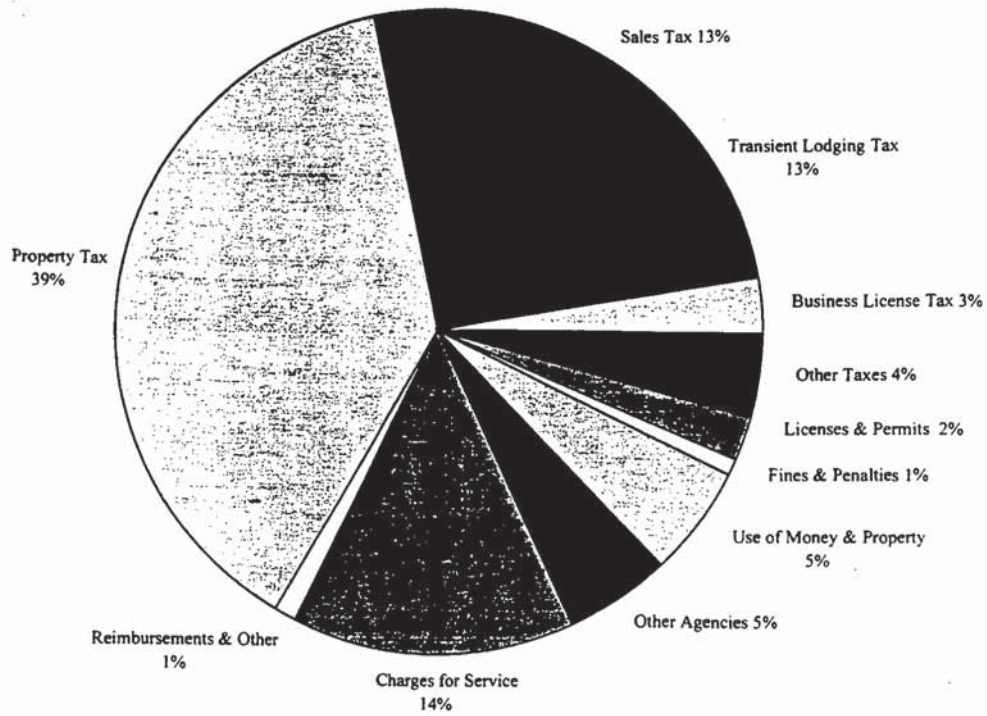
The additional charts on succeeding pages provide a history for significant components of the general fund revenue including property tax, retail sales tax, transient occupancy tax, and investment earnings.

In the bar charts showing revenue histories, an unshaded bar has been added to the far right side of each graph to show the impact of inflation over the period of time covered by the graph. This unshaded bar is labeled "FY 1999 in '94 \$'s." The value for this bar is arrived at by applying the inflation rate over the preceding years to the amount of revenue projected for Fiscal Year 2000. For example, in looking at the General Fund Revenue History shown immediately below, revenues in actual dollars are in fact growing slightly since 1994. But, when measured in dollars that are adjusted for inflation (the unshaded bar), the *purchasing power* of the revenues in 1999 has actually declined by about one percent. This, however, is somewhat misleading because of the uneven flow of federal disaster reimbursements during this period of time. When controlling for these reimbursements, the General Fund has grown in actual dollars by about 16% since 1994, but its *purchasing power* has only grown by about 5%.

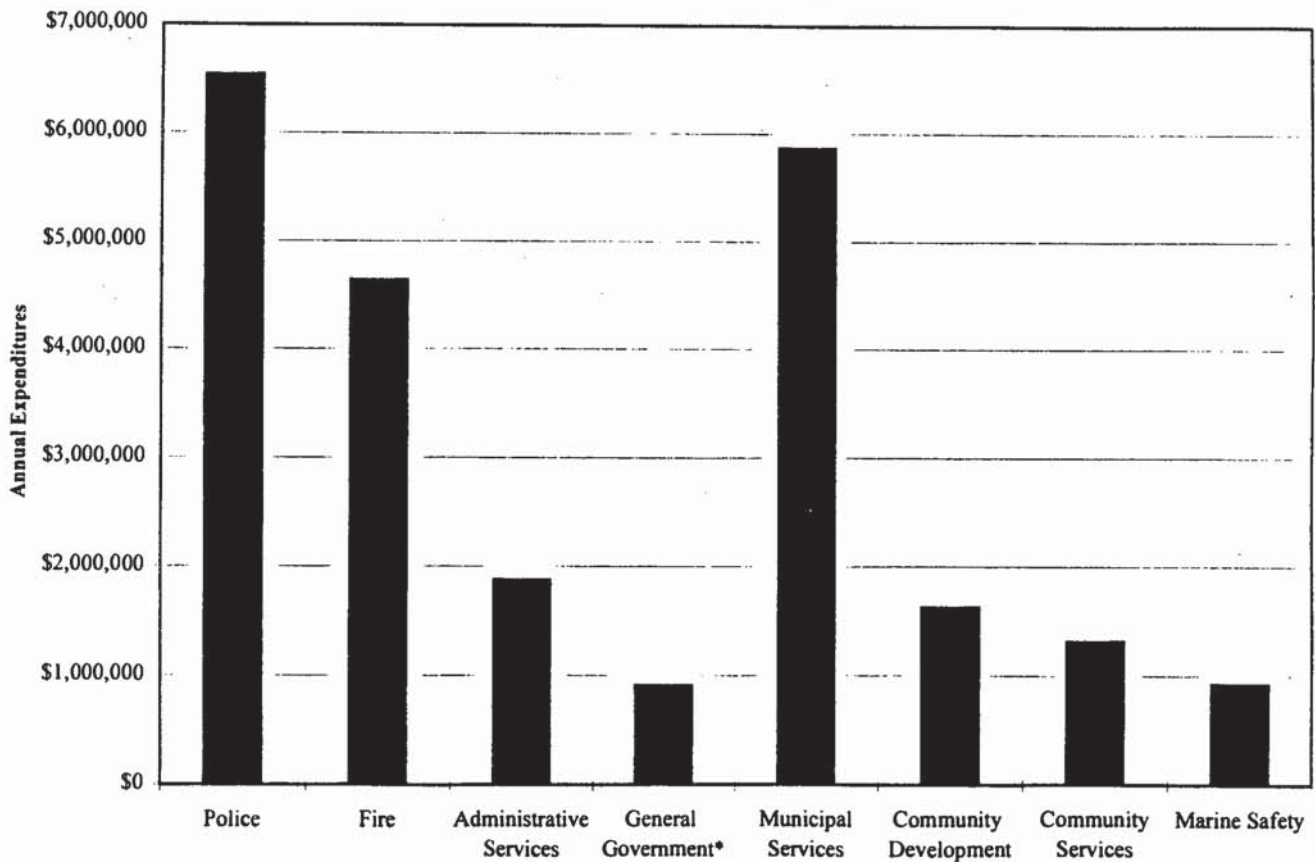
General Fund Revenue History



General Fund Revenue by Source
Fiscal Year 1999-00

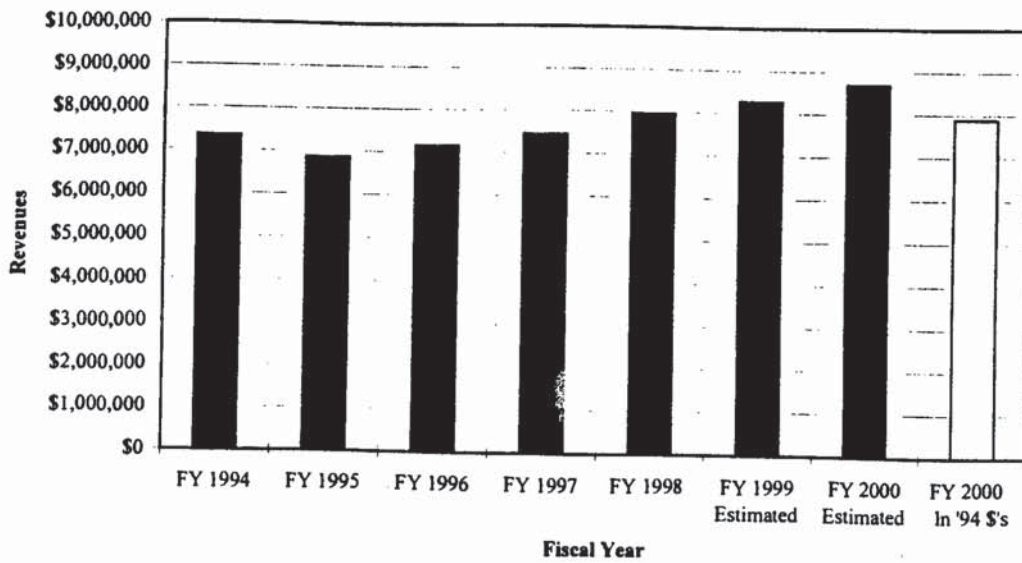


General Fund Expenditures by Department

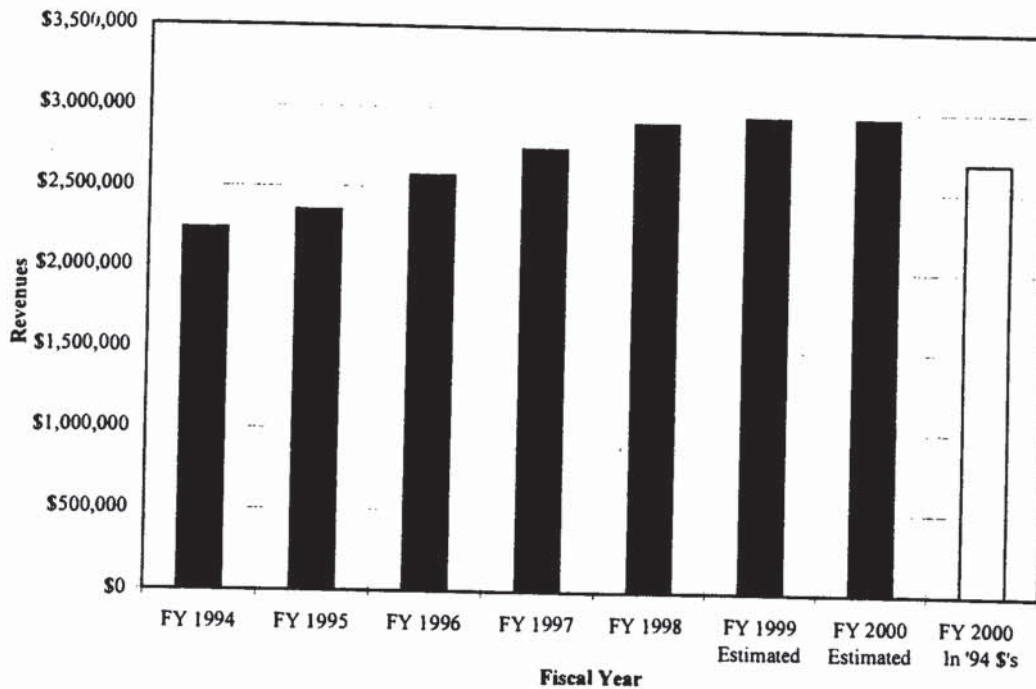


* Includes City Council, Manager, Clerk, Treasurer, and Attorney.

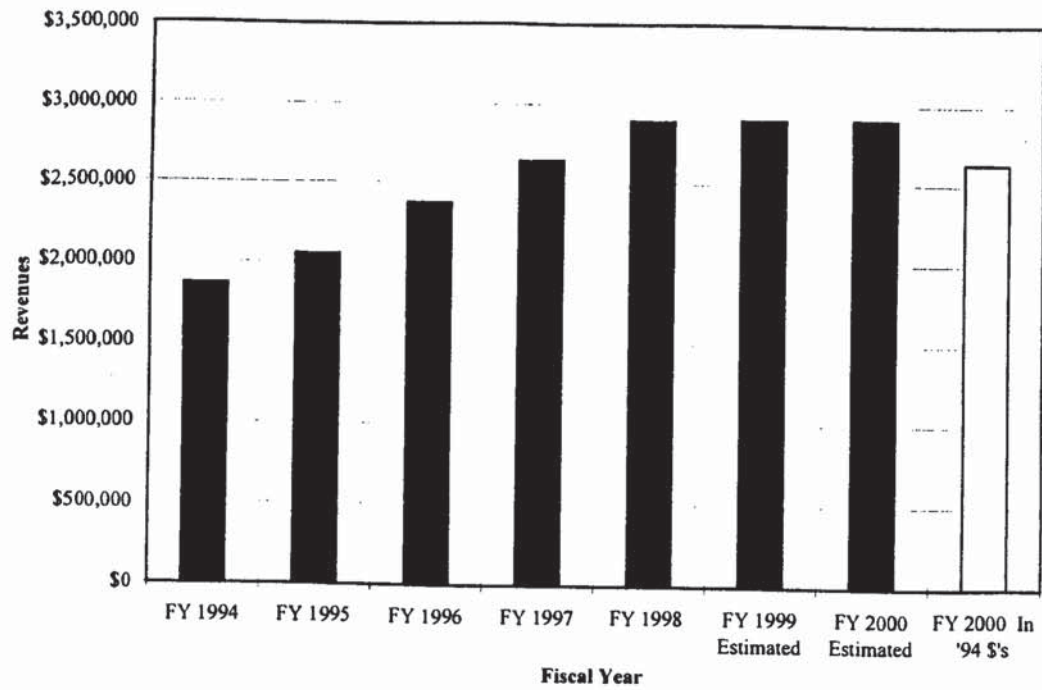
Property Tax



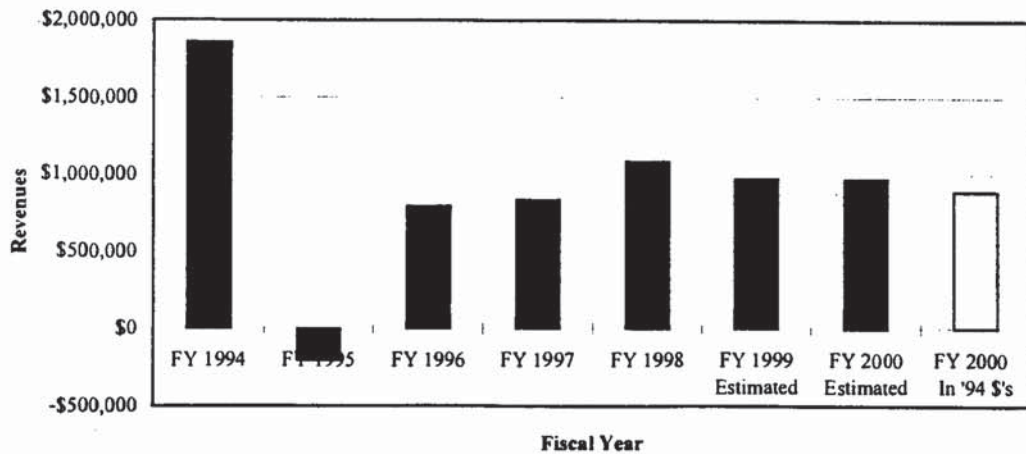
Retail Sales Tax



Transient Occupancy Tax



Investment Income



Expenditures by Department: "Now & Then"
General Fund

	<i>"Now"</i> <u>Fiscal Year 2000</u>	<i>"Then"</i> <u>Fiscal Year 1990</u>
Police Department	27%	30%
Fire Department	20%	22%
Administrative Services	8%	5%
General Government	4%	4%
Municipal Services	25%	23%
Community Development	7%	8%
Community Services	5%	5%
Marine Safety	4%	3%
	<hr/> 100% <hr/>	<hr/> 100% <hr/>

Revenues by Source: "Now & Then"
General Fund

	<i>"Now"</i> <u>Fiscal Year 2000</u>	<i>"Then"</i> <u>Fiscal Year 1990</u>
Property Tax	38%	39%
Sales Tax	13%	13%
Transient Lodging Tax	13%	9%
Business License Tax	3%	3%
Other Taxes	4%	4%
Licenses & Permits	2%	2%
Fines & Penalties	1%	2%
Use of Money and Property	5%	7%
Other Agencies	6%	8%
Charges for Service	14%	12%
Reimbursements & Other	1%	1%
	<hr/> 100% <hr/>	<hr/> 100% <hr/>

Revenue Detail

Fiscal Year 1999-2000

All Funds

Object Account Title	Actual 1997-98	Budget 1998-99	Revised Estimate 1998-99	Adopted Budget 1999-00
110 GENERAL FUND				
<u>PROPERTY TAX</u>				
3010 CURRENT SECURED	\$6,926,625	\$6,837,981	\$7,185,000	\$7,547,000
3015 PUBLIC UTILITY	160,387	162,700	171,000	179,000
3020 CURRENT UNSECURED	440,454	447,317	470,000	492,000
3025 SUPPLEMENTAL APPORTIONMENT	154,248	112,480	118,000	124,000
3030 PRIOR YEARS	176,383	251,642	264,000	277,000
3040 OTHER PROPERTY TAXES	6			
3050 INT.&PEN.ON DELINQUENT TAXES	118,066	79,180	83,300	87,000
Subtotal	7,976,169	7,891,300	8,291,300	8,706,000
<u>OTHER TAXES</u>				
3101 SALES TAX - GENERAL	2,709,633	2,662,956	2,763,000	2,763,000
3103 SALES TAX - PUBLIC SAFETY	207,905	200,000	200,000	200,000
3112 TRANSIENT LODGING TAX	2,902,155	2,909,300	3,006,300	3,006,300
3118 FRANCHISE TAX TRASH	121,478	118,000	118,000	118,000
3119 FRANCHISE TAX CABLE TV	267,227	242,000	270,000	270,000
3120 FRANCHISE TAX NATURAL GAS	63,477	62,000	62,000	62,000
3121 FRANCHISE TAX ELECTRIC	167,613	150,000	167,000	167,000
3135 BUSINESS LICENSE TAX	650,552	590,000	590,000	590,000
3138 REAL PROPERTY TRANSFER TAX	328,600	350,000	350,000	350,000
Subtotal	7,418,640	7,284,256	7,526,300	7,526,300
<u>LICENSES AND PERMITS</u>				
3300 ANIMAL LICENSES	45,402	50,000	50,000	50,000
3310 BUILDING PERMITS	350,165	334,300	369,300	382,700
3313 PLUMBING PERMITS	17,782	16,000	16,000	16,600
3316 ELECTRIC PERMITS	35,693	28,000	28,000	29,100
3319 MECHANICAL PERMITS	15,191	14,000	14,000	14,600
3320 COASTAL DEVELOPMENT PERMITS	21,743	18,000	18,000	19,800
3328 PUBLIC WORKS PERMITS	3,681	4,000	4,000	4,400
3335 GRADING PERMITS	6,120	6,000	6,000	6,600
3340 TEMPORARY USE PERMITS	1,177	2,300	2,300	2,500
3345 CONDITIONAL USE PERMITS	16,363	19,200	19,200	21,100
3350 ENCROACHMENT PERMITS	2,640	2,000	2,000	2,200
3360 ALARM PERMITS	20,933	15,000	15,000	15,000
Subtotal	536,890	508,800	543,800	564,600

Revenue Detail (Con't.)
Fiscal Year 1999-2000

**All
Funds**

Object Account Title	Actual 1997-98	Budget 1998-99	Revised Estimate 1998-99	Adopted Budget 1999-00
<u>FINES AND PENALTIES</u>				
3410 VEHICLE CODE FINES	93,346	105,000	175,000	175,000
3430 NARCOTIC FORFEITURES	22,910	20,000	113,000	
Subtotal	116,256	125,000	288,000	175,000
<u>USE OF MONEY AND PROPERTY</u>				
3500 INVESTMENT EARNINGS	1,087,853	900,000	980,000	980,000
3510 COMMUNITY CENTER RENT	9,932	15,000	15,000	15,000
3515 FESTIVAL PROPERTY RENT	503,592	125,000	143,000	143,000
3530 MOULTON PLAYHOUSE RENT	7,200	7,200	7,200	7,200
3540 ANNELIESE PRE-SCHOOL RENT	48,084	48,800	53,000	55,900
3550 MISCELLANEOUS RENTS	20,848	28,000	28,000	28,000
Subtotal	1,677,509	1,124,000	1,226,200	1,229,100
<u>FROM OTHER AGENCIES</u>				
3601 MOTOR VEHICLE IN-LIEU TAX	1,004,770	987,100	987,100	987,100
3615 HOMEOWNERS PROP. TAX RELIEF	146,586	143,000	143,000	143,000
3635 PEACE OFF. STANDARDS & TRAINING	24,003	36,600	36,600	33,050
3638 MOTOR VEHICLE OFF HIGHWAY	377	400	400	400
3680 GENERAL DISASTER GRANT - OES*	9,166	13,000		27,000
3681 FIRE DISASTER GRANT - OES	45,560			
3690 MUTUAL AID CONTRACT	1,905			
3705 ABANDONED VEHICLE PROGRAM	40,891	40,000	40,000	40,000
3706 ORANGE CO. SETTLEMENT CLAIM	173,221			
3730 AQMD GRANT	27,400	25,000	2,000	2,000
3855 FUEL MODIFICATION PROGRAM	1,409			
3860 GENERAL DISASTER GRANT - FEMA*	72,649	53,000	175,000	
3861 FIRE DISASTER GRANT - FEMA	516,432			
Subtotal	2,064,369	1,298,100	1,384,100	1,232,550

* Only includes disasters prior to December 1997.

Revenue Detail (Con't.)
Fiscal Year 1999-2000

**All
Funds**

Object Account Title	Actual 1997-98	Budget 1998-99	Revised Estimate 1998-99	Adopted Budget 1999-00
<u>CHARGES FOR CURRENT SERVICES</u>				
3901 VARIANCE	92,588	67,000	67,000	73,700
3904 ZONE CHANGE		500	500	500
3907 PLAN CHECK FEES	208,818	187,400	250,000	260,000
3909 PLAN CHECK-ZONING FEES	39,625	40,000	40,000	44,000
3910 DESIGN REVIEW	141,060	100,000	100,000	110,000
3915 SUBDIVISION FEES	6,120	14,000	14,000	15,400
3923 GENERAL PLAN AMENDMENT	55	2,000	2,000	2,100
3926 ENVIRONMENTAL REPORT	10,372	10,000	10,000	11,000
3930 REAL PROPERTY REPORT	144,288	140,000	140,000	154,000
3935 DESIGN REVIEW APPEALS	6,270	11,000	11,000	11,000
3940 OTHER FILING AND PERMIT FEES	26,845	20,000	20,000	22,000
3942 USE & OCCUPANCY INSPECT. FEES	11,525	12,000	12,000	13,200
3950 OTHER INSPECTION FEES	442	1,500	1,500	1,600
3955 SPECIAL POLICING FEES	8,747	14,000	8,000	8,000
3956 FALSE ALARM FEES	24,885	34,000	34,000	34,000
3957 FINGER PRINTING	2,400	2,500	2,500	2,500
3958 POLICE REPORTS	7,627	9,000	9,000	9,000
3960 VEHICLE TOWING/RELEASE FEES	13,720	6,000	12,000	12,000
3970 ANIMAL SHELTER FEES	24,346	25,000	25,000	25,000
3978 WEED AND LOT CLEANING	100,033	85,000	128,000	93,150
3980 LANDSCAPE DEVELOPMENT FEE	6,572	6,000	6,000	6,600
4005 REFUSE SERVICE CHARGES	1,208,864	1,171,500	1,171,500	1,453,650
4010 PARAMEDIC NON-RESIDENT FEES	12,700	20,000	27,000	27,000
4011 PARAMEDIC MEDICAL SUPPLIES FEES	16,462	22,500	16,000	16,000
4012 SWIMMING POOL CLASSES	85,535	75,000	85,000	78,750
4013 SWIMMING POOL USE FEES	38,313	39,000	39,000	40,750
4014 MARINE SAFETY BEACH CLASSES	51,775	50,000	50,000	50,000
4020 RECREATION SOCIAL/CULTURAL	405,012	290,000	490,000	310,000
4021 RECREATION BASKETBALL LEAGUES	15,549	15,000	15,000	15,000
4024 RECREATION ADULT SOFTBALL	11,210	9,500	9,500	9,500
4030 RECREATION MISC.SPORTS PROG.	2,195	4,200	4,200	4,200
4033 RECREATION BEACH BASKETBALL		300	300	300
4038 RECREATION SPECIAL PROGRAMS	21,890	15,200	15,200	15,200
4040 PASSPORT TO LAGUNA TICKETS			8,800	21,500

Revenue Detail (Con't.)
Fiscal Year 1999-2000

**All
Funds**

Object Account Title	Actual 1997-98	Budget 1998-99	Revised Estimate 1998-99	Adopted Budget 1999-00
4044 RECREATION MISCELLANEOUS FEES	41,659	39,000	39,000	39,000
4048 CITY HALL PARKING	124,701	134,000	134,000	134,000
4130 LIFEGUARD SVS. PRIVATE BEACHES	45,849	41,200	33,400	45,000
4140 SALE OF MAPS, BOOKS, COPYING	12,496	11,000	11,000	12,100
4150 ASSESSMENT DISTRICT SERV. FEES	22,387	39,000	20,000	24,000
4160 RETURNED CHECK FEE	794	1,200	1,200	1,200
Subtotal	2,993,729	2,764,500	3,062,600	3,205,900
OTHER REVENUE				
4202 SALE OF REAL&PERSONAL PROPERTY	10,411	2,000	2,000	2,000
4220 POLICE AUCTION	3,128	3,000	3,000	3,000
4230 MISCELLANEOUS INCOME	12,151	9,000	34,000	34,000
4280 OVER AND SHORT	26			
Subtotal	25,716	14,000	39,000	39,000
REIMBURSEMENTS & CONTRIBUTIONS				
4301 SB 90 REIMBURSEMENTS	36,042	40,000	40,000	30,000
4302 REIMB. RNSP OVERTIME	33,400	12,000	12,000	12,000
4312 REIMB. OTHER AGENCIES	701	16,000	16,000	16,000
4314 REIMB. FESTIVAL PRKG PLAN	20,805	21,000	21,000	21,000
4320 REIMB. WKR.'S COMP. INSURANCE	180,336	65,000	65,000	65,000
4330 REIMB. PROPERTY DAMAGE	15,527	5,000	5,000	5,000
4357 REIMB. SCHOOL DISTRICT	33,062	26,000	30,000	23,000
4359 NUISANCE ABATEMENT	842		1,400	1,400
4360 REIMBURSEMENT MISCELLANEOUS	14,201	12,000	12,000	12,000
4370 CONTRIB. NON GOVT.SOURCES	18,646	20,000	1,000	1,000
4375 CONTRIBUTIONS ANIMAL SHELTER	9,378	5,000	6,700	5,000
4376 CONTRIBUTION D.A.R.E.	5,000	5,000	5,000	5,000
4377 CONTRIBUTIONS CANINE PROGRAM	19,658			
4378 MAYOR'S ANTI-DRUG PROGRAM	449			
4379 BANNER 2000 DONATIONS	2,000		3,500	
Subtotal	390,047	227,000	218,600	196,400
GENERAL FUND TOTAL	23,199,325	21,236,956	22,579,900	22,874,850

Revenue Detail (Con't.)
Fiscal Year 1999-2000

**All
Funds**

Object Account Title	Actual 1997-98	Budget 1998-99	Revised Estimate 1998-99	Adopted Budget 1999-00
114 OPEN SPACE FUND				
3686 CAL TRANS MITIGATION GRANT	200,000			
3687 STATE PARKS MITIGATION GRANT	22,000			
OPEN SPACE FUND TOTAL	222,000	0	0	0
116 CAPITAL IMPROVEMENT FUND				
3144 BUILDING CONSTRUCTION TAX	239,856	250,000	250,000	250,000
3415 MUNICIPAL CODE FINES - OTHER	21,181	20,000	20,000	20,000
3420 MUNICIPAL CODE FINES - PARKING	857,864	850,000	850,000	850,000
3422 MUNICIPAL CODE FINES - DMV HOLDS	123,911	71,000	71,000	100,000
3515 FESTIVAL RENT		375,000	429,000	429,000
3959 AUTO IMMOBILIZATION FEE	6,895	6,000	6,000	6,000
4312 REIMBURSEMENT - OTHER AGENCIES			45,000	
4360 MISCELLANEOUS REIMBURSEMENTS	13,080		60,000	
4370 CONTRIB. FROM NON-GOVT SOURCES		550,000	605,000	
CAPITAL IMPROVEMENT FUND TOTAL	1,262,787	2,122,000	2,336,000	1,655,000

Revenue Detail (Con't.)
Fiscal Year 1999-2000

**All
Funds**

Object Account Title	Actual 1997-98	Budget 1998-99	Revised Estimate 1998-99	Adopted Budget 1999-00
118 PARKING AUTHORITY FUND				
4051 PARKING METERS ZONE A	303,528	320,000	300,000	300,000
4052 PARKING METERS ZONE B	316,532	300,000	310,000	310,000
4053 PARKING METERS ZONE C	408,691	387,000	400,000	400,000
4054 PARKING METERS ZONE D	300,897	261,000	300,000	300,000
4055 PARKING METERS ZONE E	120,969	115,000	120,000	120,000
4056 PARKING METERS ZONE F	85,408	87,000	87,000	87,000
4057 PARKING METERS ZONE G	37,080	35,000	35,000	35,000
4071 PARKING METERS GLENNEYRE LOT	248,039	241,000	241,000	241,000
4072 PARKING METERS OCEAN LOT A	30,459	28,000	28,000	28,000
4073 PARKING METERS OCEAN LOT B	38,545	35,700	35,700	35,700
4074 PARKING METERS BROADWAY LOT	41,612	39,000	39,000	39,000
4075 PARKING METERS PEPPERTREE LOT	53,471	54,000	54,000	54,000
4076 PARKING METERS MERMAID LOT	25,524	23,000	25,000	25,000
4077 PARKING METERS POST OFFICE	11,270	9,000	11,000	11,000
4078 PARKING FEES LUMBER YARD	119,747	112,000	112,000	112,000
4079 MERMAID GARAGE	18,491	19,500	18,500	18,500
4084 PARKING PERMITS	87,144	626,400	675,000	85,000
4202 SALE OF LAND	17,629		879,000	
4230 MISCELLANEOUS INCOME	21,136	13,000	13,000	13,000
4280 OVER AND SHORT	(5)			
PARKING AUTHORITY FUND TOTAL	2,286,167	2,705,600	3,683,200	2,214,200
120 PARKING IN-LIEU FUND				
3180 PARKING IN-LIEU FEE				
3500 INVESTMENT EARNINGS	19,512	18,700	18,700	19,000
PARKING IN-LIEU FUND TOTAL	19,512	18,700	18,700	19,000
122 PARK IN-LIEU FUND				
3160 PARK IN-LIEU FEE	28,001		13,100	
3500 INVESTMENT EARNINGS	8,175	6,600	6,600	8,000
PARK IN-LIEU FUND TOTAL	36,176	6,600	19,700	8,000

Revenue Detail (Con't.)
Fiscal Year 1999-2000

**All
Funds**

Object Account Title	Actual 1997-98	Budget 1998-99	Revised Estimate 1998-99	Adopted Budget 1999-00
123 ART IN-LIEU FUND				
3150 ART IN-LIEU FEE	119		9,920	
3500 INVESTMENT EARNINGS	3,654	3,600	3,600	3,600
4370 CONTRIBUTIONS-NON-GOVT.SOURCES			5,000	
ART IN-LIEU FUND TOTAL	3,773	3,600	18,520	3,600
124 DRAINAGE FUND				
3170 DRAINAGE IN-LIEU FEE	64,414		49,770	
3500 INVESTMENT EARNINGS	4,063	4,700	3,200	1,000
DRAINAGE FUND TOTAL	68,477	4,700	52,970	1,000
127 HOUSING IN-LIEU FUND				
3185 HOUSING IN-LIEU FEE	37,416			
3500 INVESTMENT EARNINGS	5,373	1,300	3,190	5,000
HOUSING IN-LIEU FUND TOTAL	42,789	1,300	3,190	5,000
132 GAS TAX FUND				
3102 SALES TAX - MEASURE M	215,808	229,000	229,000	229,000
3500 INVESTMENT EARNINGS	44,170	35,000	35,000	10,000
3620 OCTA GAS TAX EXCHANGE	672,072			
3624 GASOLINE TAX - SECTION 2105	144,755	151,000	151,000	151,000
3625 GASOLINE TAX - SECTION 2106	104,956	105,000	105,000	105,000
3626 GASOLINE TAX - SECTION 2107	196,083	211,000	211,000	211,000
3627 GASOLINE TAX - SECTION 2107.5	5,000	5,000	5,000	5,000
GAS TAX FUND TOTAL	1,382,844	736,000	736,000	711,000

Revenue Detail (Con't.)
Fiscal Year 1999-2000

**All
Funds**

Object Account Title	Actual 1997-98	Budget 1998-99	Revised Estimate 1998-99	Adopted Budget 1999-00
133 POLICE GRANTS FUND				
3500 INVESTMENT EARNINGS	(22)		3,000	
STATE GRANTS:				
3658 COPS 1998 GRANT		55,430	55,430	
3659 DUI CHECKPOINT GRANT			90,332	
3660 COPS 1999 GRANT				55,430
Subtotal State Grants	0	55,430	145,762	55,430
FEDERAL GRANTS:				
3750 COPS UNIVERSAL HIRING 1996	25,005	9,452	9,452	
3751 LOCAL LAW ENFORC. BLOCK GRT.1996	30,612	5,000	5,000	
3752 PROBLEM SOLV. PARTNERSHIP 1997	16,607			
3754 COPS HIRING 1998		50,000	50,000	50,000
3755 COPS MORE SUPPLEMENT 1998		13,300	13,300	
3756 COPS FAST 1995 EXTENSION				15,000
3757 COPS MORE COMPUTER GRANT			200,301	
3758 LOCAL LAW ENFORC. BLOCK GRT.1998				36,000
3850 COPS FAST 1995	13,718			
Subtotal Federal Grants	85,942	77,752	278,053	101,000
POLICE GRANTS FUND TOTAL	85,920	133,182	426,815	156,430
134 STREET LIGHTING DISTRICT FUND				
3010 CURRENT SECURED	249,213	259,684	259,684	270,000
3015 PUBLIC UTILITY	5,352	5,100	5,100	5,300
3020 CURRENT UNSECURED	15,874	16,300	16,300	17,000
3025 SUPPLEMENTAL APPORTIONMENT	5,573	5,100	5,100	5,300
3030 PRIOR YEARS	6,331	6,600	6,600	6,800
3040 OTHER PROPERTY TAXES	88,253	86,700	86,700	90,200
3050 INT.&PEN.ON DELINQUENT TAXES	3,084	2,100	2,100	2,200
3615 HOMEOWNERS PROP. TAX RELIEF	5,296	4,200	4,200	4,400
STREET LIGHTING DISTRICT FUND TOTAL	378,976	385,784	385,784	401,200

Revenue Detail (Con't.)
Fiscal Year 1999-2000

**All
Funds**

Object Account Title	Actual 1997-98	Budget 1998-99	Revised Estimate 1998-99	Adopted Budget 1999-00
137 SEWER FUND				
3982 SEWER SERVICE CHARGES	3,670,744	3,535,000	3,535,000	3,535,000
3986 SEWER CONNECTION CHARGES	154,732	125,000	125,000	125,000
4207 SALE OF AWMA CAPACITY				4,000,000
4312 REIMB. OTHER AGENCIES	778			
4313 REIMB. NO. COAST INTERCEPTOR	10,726	15,000	10,000	10,000
4354 INTEREST-A.W.M.A. BOND RES.		266,000	236,000	
4360 REIMBURSEMENTS	296,431	100,000	137,596	50,000
SEWER FUND TOTAL	4,133,411	4,041,000	4,043,596	7,720,000
139 COMM. DEV. BLOCK GRANT FUND				
3810 HOUSING COMM. DEV. GRANT	25,155	20,000	40,000	15,000
COMM. DEV. BLOCK GRANT FUND TOTAL	25,155	20,000	40,000	15,000
144 DEBT SERVICE FUND				
3010 SECURED PROPERTY TAX	1,636,930	1,650,000	1,650,000	1,650,000
3015 PUBLIC UTILITY	25,900	30,000	30,000	30,000
3020 CURRENT UNSECURED	16,212	10,000	10,000	10,000
3025 SUPPLEMENTAL APPORTIONMENT	63,015	30,000	30,000	30,000
3030 PRIOR YEARS	58,653	40,000	40,000	40,000
3050 INT.&PEN.ON DELINQUENT TAXES	21,952	12,000	12,000	12,000
3500 INVESTMENT EARNINGS	73,673	35,000	35,000	35,000
3615 HOMEOWNERS PROP. TAX RELIEF	19,619	20,000	20,000	20,000
DEBT SERVICE FUND TOTAL	1,915,954	1,827,000	1,827,000	1,827,000

Revenue Detail (Con't.)
Fiscal Year 1999-2000

**All
Funds**

Object Account Title	Actual 1997-98	Budget 1998-99	Revised Estimate 1998-99	Adopted Budget 1999-00
200 DEC. 1997 OES RAINSTORM FUND				
3680 GENERAL DISASTER GRANT-OES	241,058			
DEC. 1997 OES RAINSTORM FUND TOTAL	241,058	0	0	0
201 FEB. 1998 FEMA/OES RAINSTORM FUND				
3680 GENERAL DISASTER GRANT-OES	62,396		(5,001)	
3860 GENERAL DISASTER GRANT-FEMA	247,119		(15,002)	
4330 REIMB. PROPERTY DAMAGE	47,402		290,000	
FEB. 1998 FEMA/OES RAINSTORM TOTAL	356,917	0	269,997	0
310 TRANSIT FUND				
3102 MEASURE M	518	500	500	500
3105 TRANSPORTATION TAX - OPERATING	266,396	281,900	270,600	292,940
3108 TRANSPORTATION TAX - CAPITAL			251,750	405,050
3108 OCTA RESTROOM CONSTR. GRANT		60,000	60,000	
3500 INVESTMENT EARNINGS	1,582			
3730 AQMD FUNDING	25,000	25,000	25,000	
3835 FTA GRANT OPERATING SECTION 9	123,377	114,000	135,670	114,000
4091 MAIN LINE REGULAR FARES	37,869	34,000	34,000	34,000
4092 MAIN LINE AQMD PASSES	22,906	20,000	21,300	21,300
4095 MAIN LINE REGULAR PASSES	5,020	5,000	5,000	5,000
4096 BUS CHARTER FEES	26,375	16,000	20,000	20,000
4097 FESTIVAL REGULAR FARES	20,179	16,000	16,000	16,000
4098 FESTIVAL AQMD PASSES	3,867	3,700	3,700	3,700
4099 FESTIVAL REGULAR PASSES	77,605	77,300	85,000	85,000
4202 SALE OF REAL & PERSONAL PROP.	10,713			
4290 PRIOR YEAR ADJUSTMENT	30			
TRANSIT FUND TOTAL	621,437	653,400	928,520	997,490
ALL OPERATING FUNDS TOTAL	\$36,282,678	\$33,895,822	\$37,369,892	\$38,608,770

Revenue Detail (Con't.)
Fiscal Year 1999-2000

**All
Funds**

Object Account Title	Actual 1997-98	Budget 1998-99	Revised Estimate 1998-99	Adopted Budget 1999-00
INTERNAL SERVICE FUNDS				
126 INSURANCE & BENEFITS FUND				
4202 SALE OF REAL & PERSONAL PROPERTY			\$200,000	
4320 REIMB. WORKERS COMP. INSURANCE	\$1,680		3,060	
4400 GENERAL LIABILITY-EMPLOYER	880,200	\$881,400	881,400	\$1,257,550
4403 WORKERS' COMP.-EMPLOYER	698,148	698,120	698,120	694,270
4406 GROUP INSURANCE-EMPLOYER	651,086	667,420	667,420	712,000
4412 DENTAL INSURANCE-EMPLOYER	130,980	127,150	127,150	108,600
4420 LIFE INSURANCE-EMPLOYER	12,900	11,000	11,000	11,000
4425 LONG TERM DISABILITY-EMPLOYER	51,540	51,000	51,000	49,000
4430 UNEMPLOYMENT INSUR.-EMPLOYER	30,120	29,000	29,000	29,000
4440 MEDICAL INSURANCE-EMPLOYEE	130,832	149,750	149,750	160,500
4452 DENTAL INSURANCE-EMPLOYEE	40,600	33,000	33,000	32,200
4461 EMPLOYEE BENEFIT - VACATION	145,046	146,410	146,410	147,410
4462 EMPLOYEE BENEFIT - NEW SICK	141,734	143,100	143,100	144,100
INSURANCE & BENEFITS FUND TOTAL	\$2,914,866	\$2,937,350	\$3,140,410	\$3,345,630
128 VEHICLE REPLACEMENT FUND				
3560 VEHICLE USE RENT	452,140	518,160	518,160	566,600
4202 SALE OF REAL & PERSONAL PROP.	28,714		4,700	
VEHICLE REPLACEMENT FUND TOTAL	480,854	518,160	522,860	566,600

Description of Key Revenue Sources

Property Tax: All real and tangible personal property in the State is subject to a property tax equal to 1% of its "full cash value." Valuations of real property are frozen at the value of the property in 1975, with an allowable adjustment of up to 2% per year for inflation. However, property is reassessed to its current value when a change of ownership occurs. In addition, new construction is assessed at its current value.

Sales Tax: The City's share of sales tax is equal to 1% of total taxable sales generated within the City (or 1.00% of the 7.75% local sales tax rate). The balance of the local sales tax rate is distributed to the County of Orange, the State of California, and the Orange County Transportation Authority.

Transient Occupancy Tax: Hotel/motel guests within the City of Laguna Beach pay a transient occupancy tax ("bed tax") of 10% of the room charge for stays of thirty (30) days or less.

Use of Money: This revenue category includes interest the City earns on its cash balances as well as rents it collects from various City owned property.

Business License Tax: All businesses in the City, with the exception of certain exempt concerns, pay a business license tax depending on type of business and gross receipts.

Licenses and Permits: Revenue in this category is generated from a variety of licenses and permits issued by the City such as animal licenses, building permits, grading permits, and conditional use permits.

Service Charges: Revenue in this category is generated from fees collected for specific City services including police and fire service charges, land use planning fees, recreation fees, refuse charges, etc.

From Other Agencies: This revenue category reflects subventions and other payments received from other governmental agencies (Federal, State, and County). The majority of this revenue is from the City's share of Motor Vehicle License Fees. This latter fee is equal to 2% of the market value of the motor vehicle, and is collected by the State in lieu of personal property tax. The allocation is based on population.

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

Franchise Tax: This revenue is generated from the taxes paid by businesses that have a franchise in the City involving use of the public right-of-way (e.g. cable television, natural gas, and electric).

Parking Meters: Revenue is generated from parking meters and City-owned parking lots as well as from resident, business, and shopper parking permits.

Parking-In-Lieu Fees: When additions are made to a structure in the downtown area or there is a change in use that necessitates more parking, additional parking must be provided and/or in-lieu parking certificates equal to the number of spaces required must be purchased. The fee is approximately \$8,000 per certificate.

Housing-In-Lieu Fees: The California Government Code requires new housing developments to provide, where feasible, housing units for low income people. When developing three or more units in Laguna Beach, the City requires an in-lieu fee of approximately \$10,000 per lot or unit for this purpose.

Park-In-Lieu Fees: The City requires the dedication of land and/or the payment of a fee as a condition of approval for a tentative subdivision map or a parcel map. This in-lieu fee varies depending on density.

Drainage-In-Lieu Fees: This fee is levied as a condition of approval for a final subdivision map and is used to defray the costs of needed drainage facilities such as new storm drains. This in-lieu fee varies depending on density.

Art-In-Lieu Fees: Depending on the size of a project, developers are required to install a public art piece or contribute funds for this purpose equal to one and one-quarter percent of the project's total value.

Section III

Expenditures

The Expenditure Section of the budget is organized by department as shown below:

General Government.....	p. 33
Administrative Services Department.....	p. 49
Police Department.....	p. 63
Fire Department.....	p. 83
Municipal Services Department.....	p. 97
Community Development Department.....	p. 131
Community Services Department.....	p. 147
Internal Service Funds.....	p. 167

Each of the above departments are further broken-down by division and the budgets for each division are shown within their respective departments. The *foldout chart on the next page* (p. 32.1) shows all of the City's operating departments and divisions and how they are organized within the Expenditure Section of this budget. For quick reference this chart also contains the page numbers of the individual departments.

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

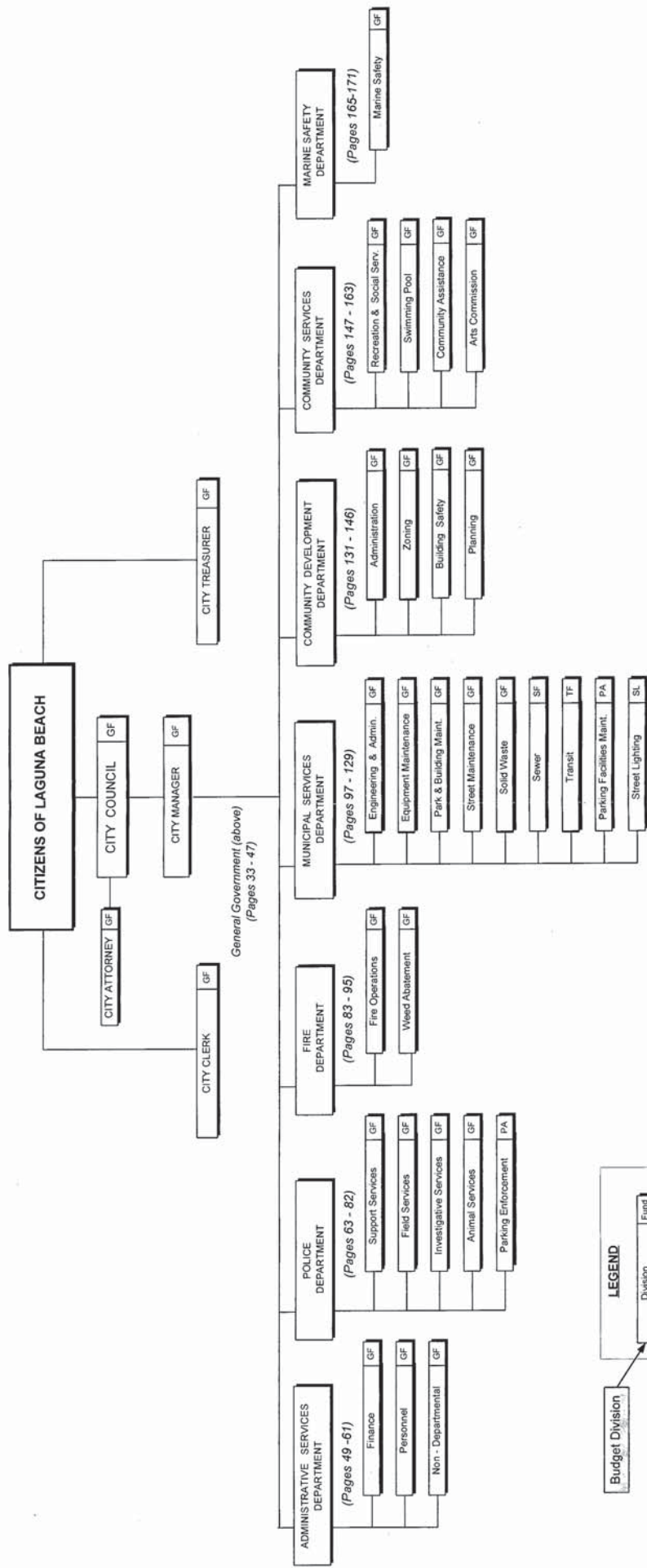
For a broad overview of the Expenditure Budget and a more detailed picture of the funding source for *each department*, see the foldout chart entitled "Sources & Uses of Funds - *Summary by Department and Fund*" on page 5 of this budget.

For a broad overview of the funding for *each division*, see the foldout chart entitled "Sources & Uses of Funds - *Summary by Division and Fund*" on page 6 of this budget.

**Organization Chart
Expenditure Budget**

All
Divisions

City of Laguna Beach
FY 1999-00 Budget Structure



LEGEND

Division Fund

Pages xxx - zzz

Budget Division

Page Reference Within This Budget Document

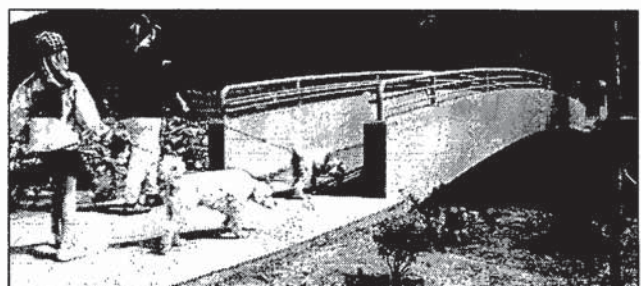
Primary Funding Source

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

GF = General Fund
PA = Parking Authority Fund
LF = Lighting Fund
TF = Transit Fund
SF = Sewer Fund
CIP = Capital Imprvmt. Fund

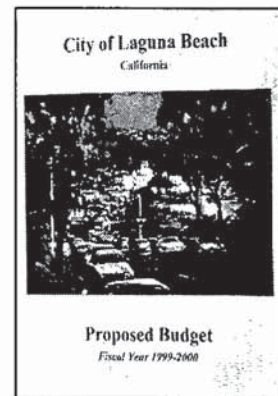
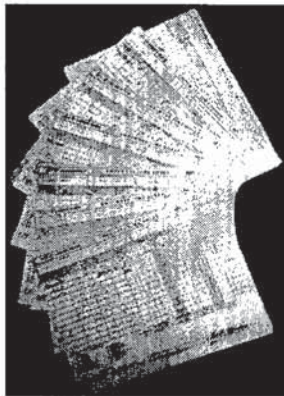
General Government

Fiscal Year
1999-00



Administrative Services

Fiscal Year
1999-00



General Government

The General Government Operations provide the legislative and chief executive functions of the City. Included are the elected positions in the City -- City Councilmembers, City Clerk, and City Treasurer. The City Manager, City Attorney and all Commissioners are appointed. A description of each operation is as follows:

City Council - The five member City Council is elected at large. Each Councilmember serves a four-year term. The Council is responsible for the legislative functions of the City. Its meetings are generally held the first and third Tuesdays of each month starting at 6:00 p.m. Each Councilmember receives a stipend of \$300 per month. Included in this budget are the expenses of various intergovernmental organizations, such as the League of California Cities and the Southern California Association of Governments. Within the Contractual Services account is a retainer for representation in Washington, D.C. The City Council also prepares an Annual Report that is distributed to all residents.

In order to secure greater input regarding issues of community interest and concern, the City Council created the following commissions, boards, and committees: Arts Commission, Board of Adjustment/Design Review Board, Personnel Board, Planning Commission, Telecommunication Committee, Heritage Committee, HIV Advisory Committee, Housing and Human Affairs Committee, Open Space Committee, Parking, Traffic and Circulation Committee, and the Recreation Committee

City Manager - Under the provisions of the Municipal Code, the City Manager is responsible for the administrative functions of the City. With the exception of the City Clerk and City Treasurer--both of whom are elected--each of the City Department Heads reports to the City Manager who, in turn, reports to the City Council. The Secretary to the City Manager assists the City Manager and the five Councilmembers.

City Clerk - The City Clerk is elected and serves a four-year term. The department is comprised of two employees, the City Clerk and the Deputy City Clerk. The City Clerk is the City's Legislative Administrator whose duties include: preparation of agenda packets and minutes for all City Council meetings, administration of the City's records management system, maintenance of the Municipal Code, processing of legal documents (e.g., ordinances, resolutions, contracts, agreements, deeds and easements, permits, in-lieu certificates, historic register applications, domestic partnership registrations, etc.), and administration of certain tort claims.

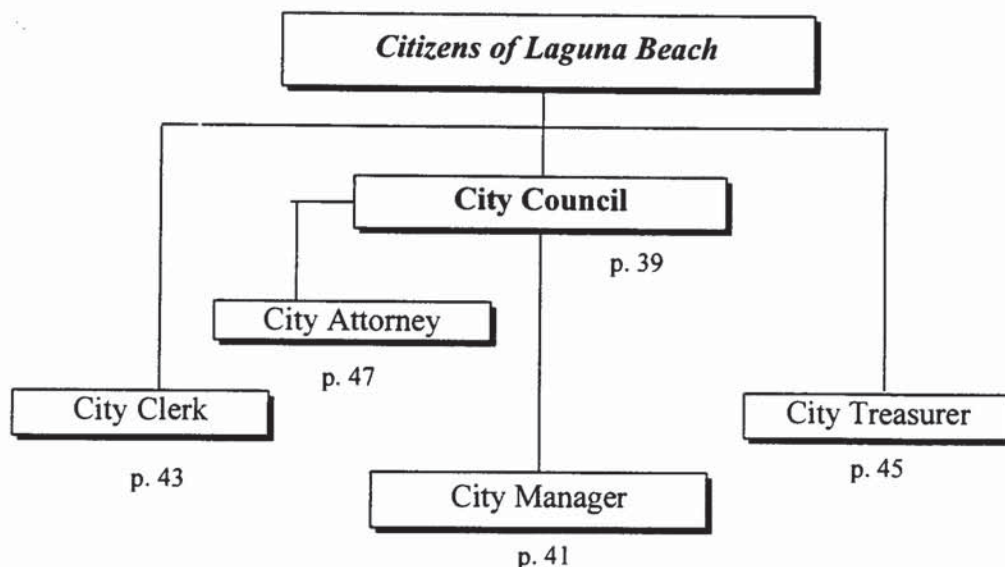
The City Clerk also serves as the City's Election Official, responsible for municipal elections and ensuring that filing requirements are adhered to by elected as well as appointed officials pursuant to the Political Reform Act.

The City Clerk's Department serves as the Public Information Office and resource center for the public, providing information about various services and/or referrals to other sources. The City Clerk administers a computer based bulletin board and the City's web side.

City Treasurer - The City Treasurer is elected at large and serves a four-year term. Working in a part-time capacity, the Treasurer's primary responsibilities include the following: receiving for safekeeping all funds coming into the city treasury, ensuring compliance with laws governing public funds, reviewing City warrants to ensure payment is made to legally designated individuals, overseeing the investment portfolio and preparation of monthly reports of investment earnings, monitoring cash flow, conducting periodic audits of money collected through the City's transit and parking systems, acting as trustee between property owners and holders of various City bonds, and providing technical assistance with special assessment districts.

City Attorney - The City Attorney advises City officers in all legal matters pertaining to the business of the City. The department budget provides funds for legal services related to general City activities and for civil litigation in which the City is involved. City Attorney services are provided via a contract with a private law firm, Rutan and Tucker. The contract provides for a retainer of \$4,200 per month for up to 60 hours of legal services, with additional litigation billed at \$150 per hour. The department budget includes funds for retention of other attorneys when Rutan and Tucker has a conflict of interest, or when specialized expertise is necessary. Funds to pay for the District Attorney to prosecute Municipal Code violations are also included in this budget.

The chart below shows the budget structure of the General Government Operations. The numbers below each division indicate the pages that follow in which a more detailed budget can be found:



General Government Budget Summary

*All
Divisions*

<u>Division</u>	MAJOR CATEGORY OF EXPENDITURE					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Program	Capital Projects	
City Council	\$18,680	\$56,470	\$0	\$0	\$0	\$75,150
City Manager	197,830	18,720	0	0	0	\$216,550
City Clerk	131,040	33,460	5,000	0	0	\$169,500
City Treasurer	32,600	30,310	0	0	0	\$62,910
City Attorney	0	370,000	0	0	0	\$370,000
Department Total	\$380,150	\$508,960	\$5,000	\$0	\$0	\$894,110

City Council**General Fund/1101**

Account		Actual	Budget	Department	Adopted
No.	Account Title	Expenditures 1997-98	1998-99	Request 1999-00	Budget 1999-00
<u>Salaries and Wages</u>					
1003	Salaries, Part Time	\$18,000	\$18,000	\$18,000	\$18,000
1101	Retirement	279	280	500	
1103	P.A.R.S. Retirement	540	540	410	410
1318	Medicare Insurance	261	270	270	270
Subtotal		19,080	19,090	19,180	18,680
<u>Maintenance and Operations</u>					
2011	Training, Travel and Dues	16,449	24,220	25,920	25,920
2031	Telephone	799	710	750	750
2101	Materials and Supplies	274	1,200	1,200	1,200
2281	Printing	2,339	3,000	3,000	3,000
2401	Contractual Services	16,606	23,500	23,500	23,500
2432	Postage	1,675	2,100	2,100	2,100
Subtotal		38,142	54,730	56,470	56,470
Grand Total		\$57,222	\$73,820	\$75,650	\$75,150

City Manager**General Fund/1201**

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$173,956	\$175,740	\$177,730	\$177,730
1038	Sick Leave Payoff	4,620	4,620	4,620	4,620
1040	Vacation Payoff	2,148	2,150	2,150	2,150
1101	Retirement	13,389	13,610	12,440	
1201	Workers' Compensation	720	700	600	600
1300	Employee Group Insurance	11,642	11,990	11,990	11,990
1318	Medicare Insurance	733	720	740	740
	Subtotal	207,208	209,530	210,270	197,830
<u>Maintenance and Operations</u>					
2011	Training, Travel and Dues	10,416	9,220	9,890	9,890
2024	Electricity	518	570	540	540
2027	Water	56	90	60	60
2031	Telephone	1,180	1,120	1,080	1,080
2101	Materials and Supplies	2,294	3,440	3,300	3,300
2170	General Insurance	3,648	3,550	3,050	3,050
2222	Repairs and Maint. Other	89	300	400	400
2281	Printing	144	400	400	400
	Subtotal	18,345	18,690	18,720	18,720
<u>Capital Outlay</u>					
5408	Office Furniture and Equipment				
	Subtotal	2,076	0	0	0
	Grand Total	\$227,629	\$228,220	\$228,990	\$216,550

(Prior Years' Capital Outlay shown
in Total Only)

City Manager Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept.		Adopted Budget 1999-00	Department		Adopted Budget 1999-00
	Budget	Request		Budget	Request	
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
City Manager	1	1	1	\$126,420	\$126,420	\$126,420
Secretary To City Mgr.	1	1	1	49,320	51,310	51,310
TOTAL	2	2	2	\$175,740	\$177,730	\$177,730

City Clerk**General Fund/1301**

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$91,738	\$102,840	\$109,040	\$109,040
1003	Salaries, Part Time	5,779		6,000	6,000
1006	Salaries, Overtime	481	3,100	3,100	3,100
1038	Sick Leave Payoff	2,892	2,890	2,890	2,890
1040	Vacation Payoff	636	640	640	640
1101	Retirement	6,990	7,960	7,630	
1103	P.A.R.S. Retirement	218		230	230
1201	Workers' Compensation	1,080	350	260	260
1300	Employee Group Insurance	8,196	8,200	8,200	8,200
1318	Medicare Insurance	424	550	680	680
	Subtotal	118,434	126,530	138,670	131,040
<u>Maintenance and Operations</u>					
2011	Training, Travel and Dues	2,904	2,270	3,570	2,400
2024	Electricity	496	540	510	510
2027	Water	28	40	30	30
2031	Telephone	788	710	700	700
2101	Materials and Supplies	7,739	8,600	9,710	8,750
2170	General Insurance	2,172	2,150	1,670	1,670
2222	Repairs and Maint. Other		1,600	1,600	1,600
2281	Printing	4,823	9,000	11,000	6,000
2302	Legal Advertising	17	2,000	2,000	2,000
2401	Contractual Services		15,000	9,800	9,800
	Subtotal	18,967	41,910	40,590	33,460
<u>Capital Outlay</u>					
5408	(R) Lap-Top Equipment			3,000	3,000
5408	(R) Scanner with Auto Feed			2,000	2,000
	Subtotal	5,002	0	5,000	5,000
	Grand Total	\$142,403	\$168,440	\$184,260	\$169,500

City Clerk Position Summary

Position Title	No. of Positions			Salaries		
	Dept.	Adopted		Department	Adopted	
	Budget	Budget		Request	Budget	
	1998-99	1999-00		1998-99	1999-00	
City Clerk	1	1	1	\$68,630	\$71,400	\$71,400
Deputy City Clerk	1	1	1	34,210	37,640	37,640
TOTAL	2	2	2	\$102,840	\$109,040	\$109,040

City Treasurer**General Fund/1401**

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$26,610	\$26,710	\$27,090	\$27,090
1038	Sick Leave Payoff	696	690	690	690
1040	Vacation Payoff	648	650	650	650
1101	Retirement	2,020	2,070	1,900	
1201	Workers' Compensation	84	80	70	70
1300	Employee Group Insurance	4,104	4,100	4,100	4,100
	Subtotal	34,162	34,300	34,500	32,600
<u>Maintenance and Operations</u>					
2011	Training, Travel and Dues	1,253	1,440	1,790	1,440
2024	Electricity	281	150	190	190
2027	Water	28	40	30	30
2031	Telephone	418	370	390	390
2101	Materials and Supplies	262	690	360	360
2170	General Insurance	480	470	420	420
2222	Repairs and Maint. Other		180	180	180
2281	Printing		60		
2401	Contractual Services	20,247	22,300	27,300	27,300
	Subtotal	22,969	25,700	30,660	30,310
<u>Capital Outlay</u>					
5408	Office Furniture and Equipment				
	Subtotal	0	2,200	0	0
	Grand Total	\$57,131	\$62,200	\$65,160	\$62,910

(Prior Years' Capital Outlay
shown in Total Only)

City Treasurer Position Summary

Position Title	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept.	Adopted		Department	Adopted	
	Budget 1998-99	Request 1999-00		Budget 1998-99	Request 1999-00	
City Treasurer	0.5	0.5	0.5	\$26,710	\$27,090	\$27,090
TOTAL	0.5	0.5	0.5	\$26,710	\$27,090	\$27,090

City Attorney**General Fund/1501**

Account		Actual	Budget	Department	Adopted
No.	Account Title	Expenditures		Request	Budget
		1997-98	1998-99	1999-00	1999-00
<u>Maintenance and Operations</u>					
2401	Contractual Services	\$275,961	\$370,000	\$370,000	\$370,000
Grand Total		\$275,961	\$370,000	\$370,000	\$370,000

Administrative Services Department

The Administrative Services Department is comprised of three divisions; Personnel, Finance and Non-Departmental. This department also provides technical support to all operating departments. There are 10.5 authorized positions which are filled by 12 staff members. A description of services provided by each division is as follows:

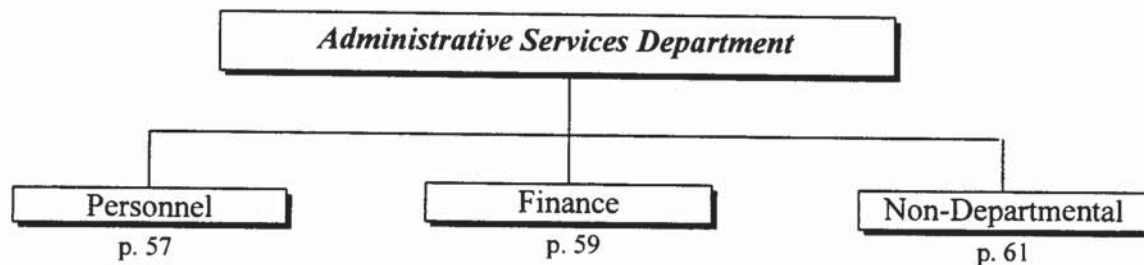
Personnel - This division provides internal support to all operating departments. The division has two employees: the Administrative Services Manager/Personnel Officer and a Personnel Specialist. Responsibilities include maintenance of personnel records for the City's 222 full-time and 220 part-time employees. It also includes responsibility for recruitment, testing, hiring and orientation of all new employees. Annually the division conducts approximately 50 recruitments, reviews more than 1,600 applications, and processes between 500 and 1,000 Personnel Action Forms. Personnel also manages employee training and development programs; administers the City's position classification, compensation, and benefits systems; oversees equal employment opportunity programs; ensures compliance with Federal and State mandates; coordinates the safety and employee suggestions program; and administers the workers' compensation, and health insurance plans. Personnel is also responsible for the implementation and daily interpretation of the Memoranda of Understanding with employee associations. Staff support is also provided to the Telecommunications Committee and Personnel Board.

Finance - This division performs all finance, accounting, business licensing, and cashiering functions for the City. It also prepares and monitors the City's annual budget. The division has ten employees: Director of Administrative Services/Deputy City Manager, Finance Officer, one Computer Network Specialist (as of April 1, 2000), one part-time Accountant, one Accounting Technician, one part-time Accounting Technician, one part-time Business License Aide/Personnel Specialist, one Cashier, one part-time Account Clerk and one Typist Clerk. Primary responsibilities include the following: daily processing of accounts payable, accounts receivable, fixed assets, and payroll. This division is also responsible for the daily processing of payments to the City, in-coming and out-going mail, and the issuing of 13,000 parking permits biannually. Annually, the division issues more than 9,200 payroll and 5,600 vendor checks. The division also provides accounting for approximately \$33 million in revenues and expenditures, and coordinates inventory of the City's general fixed assets. In addition, the division is responsible for closing the City's financial records at year end. The Finance Division maintains the City's main frame financial computer.

An annual audit by an independent certified public accountant is administered and financed through this division's contractual services account. Staff support is also provided to the City's Open Space Committee, the Vision Planning Committee and the Public Improvements Corporation.

Non-Departmental - This division includes citywide costs, such as for telephone maintenance, stationary, postage, and other citywide projects. These costs have been centralized for budgetary purposes. The costs associated with labor agreements and employee exceptional performance pay are also centralized here and are later allocated on a departmental basis to reflect actual expenses at year's end. The Hospitality Association that provides funding for the Visitors Bureau has also been included in this budget. Additionally costs to administer the general obligation debt issued to purchase the Laguna Laurel open space are included in this division.

The chart below shows the budget structure of the Administrative Services Department. The numbers below each division indicate the pages that follow in which a more detailed budget can be found:



Administrative Services Department
Budget Summary

***All
Divisions***

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Personnel	\$128,460	\$36,320	\$1,100	\$30,500	\$0	\$196,380
Finance	476,410	135,590	16,700	0	0	\$628,700
Non-Departmental	738,830	1,693,310	0	734,640	0	\$3,166,780
Department Total	\$1,343,700	\$1,865,220	\$17,800	\$765,140	\$0	\$3,991,860

Administrative Services Department

Budget Detail

**All
Divisions**

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$564,929	\$1,095,950	\$1,126,480	\$1,144,200
1003	Salaries, Part Time	12,331	17,620	110,030	110,030
1006	Salaries, Overtime	177			
1009	Salaries, Redistributed	(16,150)	(14,980)	(18,970)	(18,970)
1038	Sick Leave Payoff	7,560	7,550	7,550	7,550
1040	Vacation Payoff	9,192	9,180	9,180	9,180
1101	Retirement	50,278	98,920	78,090	29,940
1103	P.A.R.S. Retirement	463	660	4,130	4,130
1201	Workers' Compensation	2,736	1,520	2,430	2,430
1300	Employee Group Insurance	41,412	38,950	38,950	39,970
1318	Medicare Insurance	7,129	13,210	14,980	15,240
	Subtotal	680,057	1,268,580	1,372,850	1,343,700
<u>Maintenance and Operations</u>					
2011	Training, Travel and Dues	7,519	9,130	9,160	9,160
2024	Electricity	1,918	2,000	1,930	1,930
2027	Water	141	210	140	140
2031	Telephone	5,845	5,280	5,410	5,410
2101	Materials and Supplies	28,037	31,140	33,190	33,190
2150	Rents and Leases	1,230	1,280	2,650	2,650
2170	General Insurance	9,576	9,460	9,150	9,150
2222	Repairs and Maint. Other	17,374	35,460	26,030	26,030
2281	Printing	9,677	12,240	10,750	10,750
2302	Legal Advertising	5,428	2,500	3,000	3,000
2401	Contractual Services	155,903	110,720	109,940	109,940
2432	Postage	36,495	37,000	42,000	42,000
2501	Bond Principal	695,000	750,000	810,000	810,000
2521	Bond Interest	1,128,925	1,071,130	1,008,730	1,008,730
2804	Costs Redistributed	(209,400)	(222,440)	(206,860)	(206,860)
	Subtotal	1,893,668	1,855,110	1,865,220	1,865,220
<u>Capital Outlay</u>					
5408	Office Furniture & Equipment	23,073	54,400	19,800	17,800
	Subtotal	23,073	54,400	19,800	17,800
<u>Special Programs</u>					
	Special Programs	1,425,177	512,530	550,140	765,140
	Subtotal	1,425,177	512,530	550,140	765,140
	Grand Total	\$4,021,975	\$3,690,620	\$3,808,010	\$3,991,860

Administrative Services Department Position Summary

*All
Divisions*

Position Title	No. of Positions			Salaries		
	Budget	Dept.	Adopted	Budget	Department	Adopted
	1998-99	Request	Budget	1998-99	Request	Budget
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Deputy City Manager	1	1	1	\$98,950	\$102,940	\$102,940
Finance Officer	1	1	1	85,460	88,900	88,900
Accountant	0.6	0.6	0.6	29,880	31,090	31,090
Accounting Technicians	1.5	1.5	1.5	66,240	68,910	68,910
Admin.Ser.Mgr/Pers.Off.	1	1	1	79,220	82,410	82,410
Personnel Specialists	1.8	1.8	1.8	61,310	65,300	65,300
Senior Clerk		1	1		27,670	27,670
Typist Clerk	2	1	1	46,540	24,180	24,180
Account Clerk	0.6	0.6	0.6	19,810	20,610	20,610
Computer Network Specialist*			1			17,720
Supplemental Hours				7,500	7,500	7,500
Non-Departmental				601,040	606,970	606,970
TOTAL	9.5	9.5	10.5	\$1,095,950	\$1,126,480	\$1,144,200

* This position is funded as of April 1, 2000

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

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$116,024	\$108,320	\$114,200	\$114,200
1038	Sick Leave Payoff	1,536	1,530	1,530	1,530
1040	Vacation Payoff	2,616	2,610	2,610	2,610
1101	Retirement	8,852	8,380	8,000	
1201	Workers' Compensation	384	380	270	270
1300	Employee Group Insurance	8,196	8,200	8,200	8,200
1318	Medicare Insurance	1,699	1,570	1,650	1,650
	Subtotal	139,307	130,990	136,460	128,460
Maintenance and Operations					
2011	Training, Travel and Dues	2,315	2,440	2,540	2,540
2024	Electricity	476	500	480	480
2027	Water	28	40	30	30
2031	Telephone	1,466	1,250	1,250	1,250
2101	Materials and Supplies	6,071	6,570	7,800	7,800
2170	General Insurance	2,364	2,350	1,700	1,700
2222	Repairs and Maint. Other	216	320	320	320
2281	Printing	787	1,000	1,000	1,000
2302	Legal Advertising	5,428	2,500	3,000	3,000
2401	Contractual Services	29,395	15,610	18,200	18,200
	Subtotal	48,546	32,580	36,320	36,320
Capital Outlay					
5408	Fireproof File Cabinet				
				(Prior Years' Capital Outlay shown in Total Only)	
	Subtotal	0	2,200	1,100	1,100
Special Programs					
8000	DMV Requirements	1,648	2,000	1,500	1,500
8031	Educational Reimbursement	10,909	13,600	14,000	14,000
8039	Employee Training	10,183	12,100	15,000	15,000
	Subtotal	22,740	27,700	30,500	30,500
	Grand Total	\$210,593	\$193,470	\$204,380	\$196,380

Personnel Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept.	Adopted		Department	Adopted	
	Budget 1998-99	Request 1999-00	Budget 1999-00	Budget 1998-99	Request 1999-00	Budget 1999-00
Admin. Services Manager/ Personnel Officer	1	1	1	\$79,220	\$82,410	\$82,410
Personnel Specialist	1	1	1	29,100	31,790	31,790
TOTAL	2	2	2	\$108,320	\$114,200	\$114,200

Finance Division

Administrative Services General Fund/1602 & 1701

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$336,625	\$386,590	\$405,310	\$423,030
1003	Salaries, Part Time	12,331	17,620	19,030	19,030
1006	Salaries, Overtime	177			
1009	Salaries, Redistributed	(16,150)	(14,980)	(18,970)	(18,970)
1038	Sick Leave Payoff	6,024	6,020	6,020	6,020
1040	Vacation Payoff	6,576	6,570	6,570	6,570
1101	Retirement	25,825	29,920	28,390	
1103	P.A.R.S. Retirement	463	660	710	710
1201	Workers' Compensation	2,352	1,140	2,160	2,160
1300	Employee Group Insurance	33,216	30,750	30,750	31,770
1318	Medicare Insurance	4,730	5,550	5,830	6,090
	Subtotal	412,169	469,840	485,800	476,410
Maintenance and Operations					
2011	Training, Travel and Dues	5,204	6,690	6,620	6,620
2024	Electricity	1,442	1,500	1,450	1,450
2027	Water	113	170	110	110
2031	Telephone	4,379	4,030	4,160	4,160
2101	Materials and Supplies	8,784	9,230	10,150	10,150
2150	Rents and Leases	1,230	1,280	2,650	2,650
2170	General Insurance	7,212	7,110	7,450	7,450
2222	Repairs and Maint. Other	7,458	17,140	15,510	15,510
2281	Printing	8,890	11,240	9,750	9,750
2401	Contractual Services	90,063	90,110	86,740	86,740
2804	Costs Redistributed			(9,000)	(9,000)
	Subtotal	134,775	148,500	135,590	135,590
Capital Outlay					
5408	(R) Three Personal Computers	-	-	6,600	6,600
5408	(R) Combination Safe	(Prior Years' Capital Outlay shown in Total Only)		2,900	2,900
5408	(A) Document Scanner			2,000	
5408	(A) Document Storage Expansion	-	-	7,200	7,200
	Subtotal	5,571	8,100	18,700	16,700
	Grand Total	\$552,515	\$626,440	\$640,090	\$628,700

Finance Division Position Summary

Position Title	No. of Positions			Salaries		
	Dept.	Adopted		Department	Adopted	
	Budget 1998-99	Request 1999-00		Budget 1998-99	Request 1999-00	
Deputy City Manager	1	1	1	\$98,950	\$102,940	\$102,940
Finance Officer	1	1	1	85,460	88,900	88,900
Accountant	0.6	0.6	0.6	29,880	31,090	31,090
Accounting Technicians	1.5	1.5	1.5	66,240	68,910	68,910
Sr. Clerk		1	1		27,670	27,670
Personnel Specialist	0.8	0.8	0.8	32,210	33,510	33,510
Account Clerk	0.6	0.6	0.6	19,810	20,610	20,610
Typist Clerk	2	1	1	46,540	24,180	24,180
Computer Network Specialist*			1			17,720
Supplemental Hours				7,500	7,500	7,500
TOTAL	7.5	7.5	8.5	\$386,590	\$405,310	\$423,030

* This position is funded as of April 1, 2000

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

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$112,280	\$601,040	\$606,970	\$606,970
1003	Salaries, Part Time			91,000	91,000
1101	Retirement	15,601	60,620	41,700	29,940
1103	P.A.R.S. Retirement			3,420	3,420
1318	Medicare Insurance	700	6,090	7,500	7,500
	Subtotal	128,581	667,750	750,590	738,830
Maintenance and Operations					
2101	Materials and Supplies	13,182	15,340	15,240	15,240
2222	Repairs and Maint. Other	9,700	9,000	10,200	10,200
2401	Contractual Services	32,995			
2401	Contractual Services**	3,450	5,000	5,000	5,000
2432	Postage	36,495	37,000	42,000	42,000
2501	Bond Principal**	695,000	750,000	810,000	810,000
2521	Bond Interest**	1,128,925	1,071,130	1,008,730	1,008,730
2804	Costs Redistributed	(209,400)	(213,440)	(197,860)	(197,860)
	Subtotal	1,710,347	1,674,030	1,693,310	1,693,310
Capital Outlay					
5408	Office Furniture & Equipment				
	Subtotal	17,502	44,100	0	0
Special Programs					
8001	El Toro Reuse Plan Authority	191,790	225,000	225,000	435,000
8006	Ambrose Settlement	930,120			
8012	Hospitality Association	128,920	149,830	144,640	144,640
8018	O.C. Library Contribution	4,700			
8027	Community Vision Program				35,000
8028	Network Internet Connection			50,000	50,000
8041	Museum Grant	75,000	85,000		70,000
8804	Community Clinic Grant	40,000	20,000		
8808	So. Coast Anex	29,605			
8900	Chamber of Commerce Contrib.		5,000		
8999	Internet Commerce			100,000	
	Subtotal	1,400,135	484,830	519,640	734,640
Capital Improvements					
9374	Open Space Acquisition	2,302			
	Subtotal	2,302	0	0	0
	Grand Total	\$3,258,867	\$2,870,710	\$2,963,540	\$3,166,780

** Funded from Laguna Laurel Debt Service Fund

Police Department

Fiscal Year
1999-00



1939



1999



1927



1999



1946



1999

Police Department

The Police Department's budget is organized into five activities and provides general law enforcement services, including animal control. There are eighty-two authorized positions, forty-nine of which are sworn personnel. In addition, the department utilizes 8 reserve officers, 22 senior volunteers, 10 police explorers, and 8 seasonal positions during the summer months. The following is a description of the services provided by each division:

Field Services - This division consists primarily of uniformed field personnel responsible for enforcement of municipal, state and federal laws. The Patrol Section, with its twenty-five field officers, is the main response team for calls for service. Officers are responsible for a specific area and respond to calls, patrol trouble spots, and document incidents in that area. The Traffic Unit with four motorcycle officers supports the patrol officers' duties. They investigate complex traffic collisions, enforce traffic violations, and are used as normal beat officers as deployment demands increase. The canine officer also supports the patrol functions. Reserve officers, police explorers and retired senior volunteers perform many duties which would otherwise be assigned to full time employees. Six sergeants are assigned to Field Services as watch commanders and as the traffic unit supervisor.

Investigative Services - This division is responsible for investigation of crimes, internal affairs, property/evidence, background investigations of new employees, forensic services, court liaison duties and processing/monitoring of special permits (e.g., taxi and tow yard, etc.). Staffing consists of eight sworn and four non-sworn personnel, all of whom are involved in criminal investigations. The division also handles several administrative assignments. The Neighborhood Watch Program develops preventive measures to reduce crime in the community. The D.A.R.E. program works closely with youth in the classroom to instill resistance to addictive behavior. The CSP Youth Diversion Program provides a diversion alternative to the juvenile justice system by allowing minor juvenile indiscretions to be handled at an informal level. Division personnel also supplant field operations as increased demands dictate.

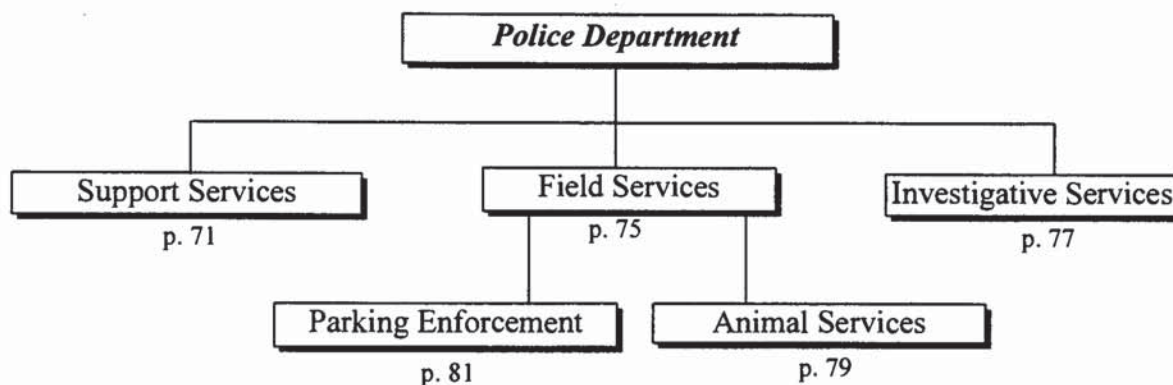
Support Services - This division provides support functions for the department as a whole, including management of records, facility maintenance, purchasing, computer systems, planning and research, public safety communications, parking services, vehicle maintenance, trustee program, jail operations and statistical services. The most

critical responsibility involves the Public Safety Communications Section staffed by eight dispatchers who process emergency and non-emergency calls which total more than 30,000 annually. The Records Section is staffed by five personnel who assist the public at the business counter, process reports, compile statistical information and help prepare documentation for arrests, criminal cases and court citations. The division also handles fleet maintenance for 38 vehicles, processes the department's payroll, and co-manages the parking enforcement program.

Animal Services Section - Under the auspices of the Field Services Division and with three full time personnel and approximately 25 volunteers, the Animal Shelter cares for more than 600 impounded animals each year. In addition, two animal services officers enforce animal regulations. The staff in this section also licenses more than 2,500 animals, oversees the City's dog park and assists with the rehabilitation and release of injured wild animals and birds.

Parking Enforcement - Under both Field and Support Services Divisions, this unit has five full-time personnel and two part-time summer enforcement officers, as well as three support staff who are responsible for processing more than 50,000 parking citations per year and for collection of fines. The officers enforce all parking regulations, remove traffic hazards, monitor abandoned vehicles, etc. All parking personnel are equipped and trained to provide immediate field support during major incidents, disasters and traffic/crowd control situations.

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



Police Department
Budget Summary

***All
Divisions***

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Support Services	\$1,038,840	\$362,170	\$51,500	\$1,980	\$0	\$1,454,490
Field Services	3,203,870	347,660	9,710	40,000	0	\$3,601,240
Investigative Services	915,220	194,090	0	38,050	0	\$1,147,360
Animal Services	242,970	64,810	0	5,000	0	\$312,780
Parking Enforcement	430,480	76,310	19,700	0	0	\$526,490
Department Total	\$5,831,380	\$1,045,040	\$80,910	\$85,030	\$0	\$7,042,360

Police Department Budget Detail

*All
Divisions*

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$3,808,887	\$4,039,580	\$4,232,520	\$4,232,520
1003	Salaries, Part Time	123,484	145,940	149,410	149,410
1006	Salaries, Overtime	243,044	267,550	269,930	268,030
1038	Sick Leave Payoff	54,372	54,370	54,370	54,370
1040	Vacation Payoff	55,428	55,430	55,430	55,430
1053	Holiday Allowance	64,670	62,840	66,790	66,790
1101	Retirement	639,589	679,190	461,570	394,560
1103	P.A.R.S. Retirement	4,226	4,670	4,840	4,840
1201	Workers' Compensation	305,760	276,800	226,580	226,580
1300	Employee Group Insurance	328,008	336,200	336,200	336,200
1318	Medicare Insurance	34,672	41,510	42,680	42,650
	Subtotal	5,662,140	5,964,080	5,900,320	5,831,380
Maintenance and Operations					
2001	Uniforms and Laundry	46,160	43,280	45,850	45,850
2011	Training, Travel and Dues	6,300	8,580	14,620	13,110
2021	Natural Gas	4,111	3,970	3,790	3,790
2024	Electricity	22,801	23,320	22,620	22,620
2027	Water	3,514	6,400	4,580	4,580
2031	Telephone	39,927	40,350	37,830	37,830
2051	Gas and Lubrications	36,610	46,170	37,920	37,920
2101	Materials and Supplies	83,690	91,440	93,070	93,070
2150	Rents and Leases	97,935	131,540	144,670	144,670
2170	General Insurance	287,472	184,160	317,280	317,280
2201	Repairs and Maint. Auto.	89,323	68,410	69,410	69,410
2222	Repairs and Maint. Other	49,671	51,240	54,910	54,910
2281	Printing	20,860	25,700	26,100	26,100
2401	Contractual Services	144,347	144,840	164,300	164,300
2432	Postage	5,810	9,600	9,600	9,600
	Subtotal	938,531	879,000	1,046,550	1,045,040

Police Department
Budget Detail (Con't)

***All
Divisions***

Account		Actual	Budget	Department	Adopted
		Expenditures		Request	Budget
No.	Account Title	1997-98	1998-99	1999-00	1999-00
<u>Capital Outlay</u>					
5408	Office Furniture & Equipment	26,874	22,290	71,200	71,200
5510	Automotive Equipment		14,670	54,520	8,030
5622	Other Equipment	10,034	8,560	37,310	1,680
	Subtotal	36,908	45,520	163,030	80,910
<u>Special Programs</u>					
	Special Programs	302,807	43,120	85,030	85,030
	Subtotal	302,807	43,120	85,030	85,030
	Grand Total	\$6,940,386	\$6,931,720	\$7,194,930	\$7,042,360

Police Department Position Summary

*All
Divisions*

Position Title	No. of Positions			Salaries		
	Budget	Dept. Request	Adopted Budget	Budget	Department Request	Adopted Budget
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Chief of Police	1	1	1	\$98,950	\$102,940	\$102,940
Captain	1	1	1	85,460	88,900	88,900
Police Lieutenant	2	2	2	158,440	164,820	164,820
Sergeant	9	9	9	570,960	612,810	612,810
Police Officers II	5	5	5	284,800	296,750	296,750
Investigators	6	6	6	319,740	333,120	333,120
Police Officers	25	25	25	1,279,340	1,341,350	1,341,350
Dispatchers	7	7	7	281,180	284,170	284,170
Senior Dispatcher	1	1	1	42,620	44,350	44,350
Senior Records Clerks	2	2	2	70,780	36,800	36,800
Records Clerks	5	5	5	156,950	195,550	195,550
Administrative Secretary	1	1	1	40,260	41,890	41,890
Supply Clerk	1	1	1	28,430	31,090	31,090
Administrative Clerk	1	1	1	35,390	36,800	36,800
Comm. Serv. Officers II	2	2	2	80,520	83,780	83,780
Comm. Serv. Officer	1	1	1	38,120	36,100	36,100
Senior Clerk	1	1	1	33,020	34,360	34,360
Kennel Manager	1	1	1	38,120	39,660	39,660
Animal Serv. Officers	2	2	2	76,240	79,320	79,320
Kennel Aides	2	2	2	66,040	68,720	68,720
Parking Control Officers	5	5	5	168,710	184,000	184,000
Computer Operator	1	1	1	38,120	39,660	39,660
Bilingual Pay				4,500	5,400	5,400
Education Incentive				34,490	41,080	41,080
Uniform Pay				8,400	9,100	9,100
TOTAL	82	82	82	\$4,039,580	\$4,232,520	\$4,232,520

Support Services Division

Police Department General Fund/2101

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$768,036	\$834,310	\$858,260	\$858,260
1003	Salaries, Part Time	27,292	16,100	18,600	18,600
1006	Salaries, Overtime	29,418	12,790	12,790	12,790
1009	Salaries, Redistributed	(67,780)	(73,000)	(76,330)	(76,330)
1038	Sick Leave Payoff	11,688	11,690	11,690	11,690
1040	Vacation Payoff	9,036	9,040	9,040	9,040
1053	Holiday Allowance	8,049	10,910	11,360	11,360
1101	Retirement	89,523	97,180	75,120	32,500
1103	P.A.R.S. Retirement	1,206	600	700	700
1201	Workers' Compensation	99,960	88,820	73,520	73,520
1300	Employee Group Insurance	77,904	77,900	77,900	77,900
1318	Medicare Insurance	8,788	9,500	8,810	8,810
Subtotal		1,063,120	1,095,840	1,081,460	1,038,840
Maintenance and Operations					
2001	Uniforms and Laundry	3,294	3,100	3,290	3,290
2011	Training, Travel and Dues	1,866	2,370	2,490	1,990
2024	Electricity	19,717	20,010	19,450	19,450
2027	Water	1,949	2,980	1,950	1,950
2031	Telephone	33,184	32,130	32,490	32,490
2051	Gas and Lubrications	1,377	1,330	1,320	1,320
2101	Materials and Supplies	34,190	41,330	42,140	42,140
2150	Rents and Leases	7,243	8,850	12,120	12,120
2170	General Insurance	92,160	58,440	103,250	103,250
2201	Repairs and Maint. Auto.	2,297	2,100	2,100	2,100
2222	Repairs and Maint. Other	34,477	34,600	36,320	36,320
2281	Printing	6,043	8,900	8,900	8,900
2401	Contractual Services	92,545	78,390	96,850	96,850
Subtotal		330,342	294,530	362,670	362,170
Capital Outlay					
5408	(A) Time Synchronization System	-	-	6,210	6,210
5408	(R) Two Personal Computers	(Prior Years' Capital Outlay shown in Total Only)		4,400	4,400
5408	(R) Two Dispatch Chairs			1,940	1,940
5408	(R) 32 Channel Voice Logger	-	-	38,950	38,950
Subtotal		24,982	20,090	51,500	51,500

Support Services Division (cont.)**Police Department
General Fund/2101**

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Special Programs					
8009	HIV Advisory Committee	248			
8010	Aids Services Agencies	9,000			
8061	O. C. Human Relations Comm.	1,500	1,500	1,980	1,980
8335	County Wide 800 MHZ Network	233,058			
	Subtotal	243,806	1,500	1,980	1,980
	Grand Total	\$1,662,250	\$1,411,960	\$1,497,610	\$1,454,490

Support Services Position Summary

Position Title	No. of Positions			Salaries		
	Dept.		Adopted Budget 1999-00	Department		Adopted Budget 1999-00
	Budget	Request		Budget	Request	
	1998-99	1999-00		1998-99	1999-00	
Chief of Police	1	1	1	\$98,950	\$102,940	\$102,940
Lieutenant	1	1	1	79,220	82,410	82,410
Sergeant	1	1	1	64,860	68,210	68,210
Dispatchers	7	7	7	281,180	284,170	284,170
Sr. Dispatcher	1	1	1	42,620	44,350	44,350
Sr. Records Clerk	1			35,390		
Records Clerks	4	5	5	123,930	161,190	161,190
Admin. Secretary	1	1	1	40,260	41,890	41,890
Supply Clerk	1	1	1	28,430	31,090	31,090
Administrative Clerk	1	1	1	35,390	36,800	36,800
Bilingual Pay				900	1,800	1,800
Education Incentive				3,180	3,410	3,410
TOTAL	19	19	19	\$834,310	\$858,260	\$858,260

Field Services Division

Police Department
General Fund/2102

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$1,966,632	\$2,114,620	\$2,237,300	\$2,237,300
1003	Salaries, Part Time	69,449	105,760	105,760	105,760
1006	Salaries, Overtime	174,329	201,140	201,140	201,140
1009	Salaries, Redistributed	17,360	15,550	19,140	19,140
1038	Sick Leave Payoff	27,552	27,550	27,550	27,550
1040	Vacation Payoff	26,784	26,780	26,780	26,780
1053	Holiday Allowance	47,105	45,870	49,120	49,120
1101	Retirement	407,296	437,430	280,370	280,370
1103	P.A.R.S. Retirement	1,930	3,170	3,210	3,210
1201	Workers' Compensation	99,960	88,820	73,520	73,520
1300	Employee Group Insurance	147,600	155,800	155,800	155,800
1318	Medicare Insurance	18,067	23,510	24,180	24,180
	Subtotal	3,004,064	3,246,000	3,203,870	3,203,870
Maintenance and Operations					
2001	Uniforms and Laundry	35,145	33,880	35,600	35,600
2011	Training, Travel and Dues	1,044	2,130	2,600	2,600
2051	Gas and Lubrications	30,450	35,100	28,500	28,500
2101	Materials and Supplies	12,784	13,060	13,700	13,700
2150	Rents and Leases	53,657	81,210	98,510	98,510
2170	General Insurance	92,160	58,440	103,260	103,260
2201	Repairs and Maint. Auto.	75,816	55,460	55,460	55,460
2222	Repairs and Maint. Other	3,595	3,500	4,750	4,750
2281	Printing	2,272	2,300	2,300	2,300
2401	Contractual Services	2,177	2,980	2,980	2,980
	Subtotal	309,100	288,060	347,660	347,660
Capital Outlay					
5510	(A) Police Patrol Vehicle	(Prior Years' Capital Outlay shown in Total Only)		24,990	
5510	(R) Six Patrol Light Bars			8,030	8,030
5622	(A) Two Roadspike Systems			1,680	1,680
	Subtotal		6,605	20,960	34,700
Special Programs					
8026	Portable 800 MHZ Radios			40,000	40,000*
8100	Canine Program		16,958		
	Subtotal		16,958	0	40,000
	Grand Total		\$3,336,727	\$3,555,020	\$3,626,230
					\$3,601,240

* Funded from Police Grants Fund.

Field Services Position Summary

Position Title	No. of Positions			Salaries		
	Dept.		Adopted	Department		Adopted
	Budget	Request	Budget	Budget	Request	Budget
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Captain	1	1	1	\$85,460	\$88,900	\$88,900
Police Sergeants	7	7	7	441,240	476,390	476,390
Police Officers II	5	5	5	284,800	296,750	296,750
Police Officers	25	25	25	1,279,340	1,341,350	1,341,350
Bilingual Pay				1,800	1,800	1,800
Education Incentive				21,980	32,110	32,110
TOTAL	38	38	38	\$2,114,620	\$2,237,300	\$2,237,300

Investigative Services Division

Police Department
General Fund/2104

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$626,872	\$634,110	\$653,540	\$653,540
1003	Salaries, Part Time	6,020			
1006	Salaries, Overtime	34,908	47,550	49,450	47,550
1038	Sick Leave Payoff	9,768	9,770	9,770	9,770
1040	Vacation Payoff	12,816	12,820	12,820	12,820
1053	Holiday Allowance	3,013	1,890	1,970	1,970
1101	Retirement	107,444	108,720	71,700	60,840
1103	P.A.R.S. Retirement	288			
1201	Workers' Compensation	99,960	88,820	73,520	73,520
1300	Employee Group Insurance	49,200	49,200	49,200	49,200
1318	Medicare Insurance	4,653	5,100	6,040	6,010
	Subtotal	954,942	957,980	928,010	915,220
Maintenance and Operations					
2001	Uniforms and Laundry	3,518	2,800	3,270	3,270
2011	Training, Travel and Dues	2,588	3,010	8,310	7,450
2051	Gas and Lubrications	2,151	4,960	4,310	4,310
2101	Materials and Supplies	13,760	12,320	12,500	12,500
2150	Rents and Leases	19,411	21,560	15,660	15,660
2170	General Insurance	92,160	58,440	103,250	103,250
2201	Repairs and Maint. Auto.	5,339	5,000	6,000	6,000
2222	Repairs and Maint. Other	975	1,200	1,500	1,500
2281	Printing	1,265	2,100	2,500	2,500
2401	Contractual Services	28,428	36,650	37,650	37,650
	Subtotal	169,595	148,040	194,950	194,090
Capital Outlay					
5510	(A) Mid-size 4-door Sedan	(Prior Years' Capital Outlay shown in Total Only)		21,500	
5622	(A) Two MP-5mm Automatic Rifle			2,630	
5622	(A) Riverse 911 System			33,000	
	Subtotal		3,429	2,270	57,130
Special Programs					
8118	P.O.S.T. Reimb. Training	25,110	36,620	33,050	33,050
8244	D.A.R.E. Program	2,874		5,000	5,000
8805	Neighborhood Watch Grant	10,402			
	Subtotal	38,386	36,620	38,050	38,050
	Grand Total	\$1,166,352	\$1,144,910	\$1,218,140	\$1,147,360

Investigative Services Position Summary

Position Title	No. of Positions			Salaries		
	Budget	Dept.	Adopted	Budget	Department	Adopted
	1998-99	Request	Budget	1998-99	Request	Budget
		1999-00	1999-00		1999-00	1999-00
Police Lieutenant	1	1	1	\$79,220	\$82,410	\$82,410
Police Sergeant	1	1	1	64,860	68,210	68,210
Investigators	6	6	6	319,740	333,120	333,120
Comm. Serv. Officers II	2	2	2	80,520	83,780	83,780
Comm. Serv. Officer	1	1	1	38,120	36,100	36,100
Senior Clerk	1	1	1	33,020	34,360	34,360
Bilingual Pay				900	900	900
Education Incentive				9,330	5,560	5,560
Uniform Pay				8,400	9,100	9,100
TOTAL	12	12	12	\$634,110	\$653,540	\$653,540

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

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$178,568	\$180,400	\$187,700	\$187,700
1003	Salaries, Part Time	12,330	12,660	13,730	13,730
1006	Salaries, Overtime	2,638	4,320	4,490	4,490
1038	Sick Leave Payoff	2,124	2,120	2,120	2,120
1040	Vacation Payoff	3,336	3,340	3,340	3,340
1053	Holiday Allowance	3,330	4,170	4,340	4,340
1101	Retirement	14,155	14,360	13,530	
1103	P.A.R.S. Retirement	468	470	510	510
1201	Workers' Compensation	4,800	9,240	4,910	4,910
1300	Employee Group Insurance	20,496	20,500	20,500	20,500
1318	Medicare Insurance	1,170	1,260	1,330	1,330
	Subtotal	243,415	252,840	256,500	242,970
Maintenance and Operations					
2001	Uniforms and Laundry	1,510	1,300	1,360	1,360
2011	Training, Travel and Dues	24	270	270	270
2021	Natural Gas	4,111	3,970	3,790	3,790
2024	Electricity	3,084	3,310	3,170	3,170
2027	Water	1,565	3,420	2,630	2,630
2031	Telephone	3,379	2,520	2,890	2,890
2051	Gas and Lubrications	1,409	2,730	2,240	2,240
2101	Materials and Supplies	17,609	18,880	18,880	18,880
2150	Rents and Leases	8,760	8,720	8,720	8,720
2170	General Insurance	5,724	3,620	3,100	3,100
2201	Repairs and Maint. Auto.	1,995	1,900	1,900	1,900
2222	Repairs and Maint. Other	2,067	2,500	2,500	2,500
2281	Printing	1,708	1,600	1,600	1,600
2401	Contractual Services	8,877	11,760	11,760	11,760
	Subtotal	61,822	66,500	64,810	64,810
Special Programs					
8243	Animal Shelter Donations	3,242	5,000	5,000	5,000
9828	Animal Shelter Building	415			
	Subtotal	3,657	5,000	5,000	5,000
	Grand Total	\$308,894	\$324,340	\$326,310	\$312,780

Animal Services Position Summary

Position Title	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept.	Adopted		Department	Adopted	
	Budget	Budget		Request	Budget	
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Kennel Manager	1	1	1	\$38,120	\$39,660	\$39,660
Animal Serv. Officers	2	2	2	76,240	79,320	79,320
Kennel Aides	2	2	2	66,040	68,720	68,720
TOTAL	5	5	5	\$180,400	\$187,700	\$187,700

Parking Enforcement Division

Police Department
Parking Authority Fund/2301

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$268,779	\$276,140	\$295,720	\$295,720
1003	Salaries, Part Time	8,393	11,420	11,320	11,320
1006	Salaries, Overtime	1,751	1,750	2,060	2,060
1009	Salaries, Redistributed	50,420	57,450	57,190	57,190
1038	Sick Leave Payoff	3,240	3,240	3,240	3,240
1040	Vacation Payoff	3,456	3,450	3,450	3,450
1053	Holiday Allowance	3,173			
1101	Retirement	21,171	21,500	20,850	20,850
1103	P.A.R.S. Retirement	334	430	420	420
1201	Workers' Compensation	1,080	1,100	1,110	1,110
1300	Employee Group Insurance	32,808	32,800	32,800	32,800
1318	Medicare Insurance	1,994	2,140	2,320	2,320
	Subtotal	396,599	411,420	430,480	430,480
Maintenance and Operations					
2001	Uniforms and Laundry	2,693	2,200	2,330	2,330
2011	Training, Travel and Dues	778	800	950	800
2031	Telephone	3,364	5,700	2,450	2,450
2051	Gas and Lubrications	1,223	2,050	1,550	1,550
2101	Materials and Supplies	5,347	5,850	5,850	5,850
2150	Rents and Leases	8,864	11,200	9,660	9,660
2170	General Insurance	5,268	5,220	4,420	4,420
2201	Repairs and Maint. Auto.	3,876	3,950	3,950	3,950
2222	Repairs and Maint. Other	8,557	9,440	9,840	9,840
2281	Printing	9,572	10,800	10,800	10,800
2401	Contractual Services	12,320	15,060	15,060	15,060
2432	Postage	5,810	9,600	9,600	9,600
	Subtotal	67,672	81,870	76,460	76,310
Capital Outlay					
5408	(R) Parking Tickets Software	(Prior Years' Capital Outlay shown in Total Only)		17,500	17,500
5408	(R) Personal Computer			2,200	2,200
	Subtotal	1,892	2,200	19,700	19,700
	Grand Total	\$466,163	\$495,490	\$526,640	\$526,490

Parking Enforcement Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept.	Adopted	Budget	Department	Adopted	Budget
	Budget	Budget		Request	Budget	
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Parking Control Officers	5	5	5	\$168,710	\$184,000	\$184,000
Computer Operator	1	1	1	38,120	39,660	39,660
Senior Records Clerk	1	1	1	35,390	36,800	36,800
Records Clerk	1	1	1	33,020	34,360	34,360
Bilingual Pay				900	900	900
TOTAL	8	8	8	\$276,140	\$295,720	\$295,720

Fire Department

Fiscal Year
1999-00



Fire Department

The Fire Department is organized into two budgetary divisions, Fire Operations and Weed Abatement, and responds to approximately 2,000 calls for service each year. Seventy percent of the service calls are medical aids and traffic accidents, twenty percent are house, vehicle and vegetation fires, and ten percent are miscellaneous incidents (e. g. flooding, mud slides). The Department maintains a fully-equipped emergency response force of twelve firefighters on duty at all times for a total of 39 employees assigned to suppression, 5 staff personnel, and 15 reserves. A description of services provided by each division is as follows:

Fire Operations - There are four fire stations in the City: Station One at City Hall, Station Two on Agate Street, Station Three at Top of the World, and Station Four in South Laguna. Each station has a Fire Captain, Fire Engineer, and Firefighter who work 24 hour shifts from 7:00 a.m. to 7:00 a.m. One engine company operates out of each station and there is one reserve unit as backup. Station Four has a brush unit that is specifically designed to go into open space areas. Station Two has a hazardous material unit that is equipped to handle light fuel spills. Station One has a utility vehicle that responds to public service calls such as flooding and mud slides. The Department also has access to one engine supplied by the State Office of Emergency Services which is activated as part of the mutual aid system in the case of a major wildland fire or other emergency.

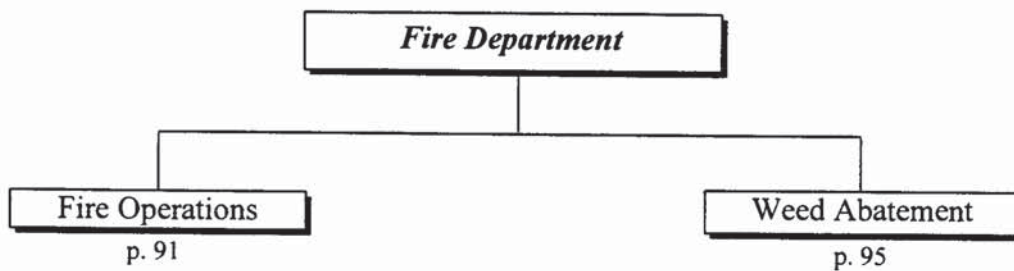
The Department has twelve personnel with paramedic training. Engine Two at Station Two has been designated as the paramedic unit given its central location. This engine company has specialized equipment and at least two of its three personnel are paramedics. Engine One at Station One is similarly equipped and responds as a paramedic assessment unit with at least one of its three personnel serving as a paramedic. Paramedics respond to all medical emergencies within the City.

Apart from fire suppression and paramedic responsibilities, fire personnel are involved in a number of other activities. They maintain the stations and associated equipment, participate in advanced training programs, and conduct fire prevention inspections in local businesses as well as residences adjacent to open space areas.

The Fire Prevention/Emergency Management Specialist is responsible for coordinating the City's Emergency Plan, implementing safety element guidelines, and managing an extensive fuel modification program covering 60 miles around the City. Through use of hand crews and goats, fuel breaks are established and maintained in an effort to lessen the threat of fire.

Weed Abatement - The weed abatement division oversees a program to reduce fire hazards that result from uncontrolled growth of vegetation on private property. Through this pro-active program, property owners are notified of the need to eliminate hazardous vegetation and are given a specified amount of time in which to do so. If the hazard is not abated, the budget contains funding for contractual labor to clear the property in question with reimbursement later sought from the owner.

The chart below shows the budget structure of the Fire Department. The numbers below each activity indicate the pages that follow in which a more detailed budget can be found:



Fire Department Budget Summary

***All
Divisions***

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Fire Operations	\$3,735,200	\$533,050	\$79,880	\$238,000	\$0	\$4,586,130
Weed Abatement	6,300	86,850	0	0	0	\$93,150
Department Total	\$3,741,500	\$619,900	\$79,880	\$238,000	\$0	\$4,679,280

Fire Department Budget Detail

*All
Divisions*

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$2,384,982	\$2,447,510	\$2,549,300	\$2,573,060
1003	Salaries, Part Time	27,047	32,460	32,460	32,460
1006	Salaries, Overtime	370,783	274,290	274,290	274,290
1007	Salaries, Overtime Mutual Aid	12,431			
1038	Sick Leave Payoff	20,328	20,330	20,330	20,330
1040	Vacation Payoff	43,332	43,330	43,330	43,330
1053	Holiday Allowance	8,672			
1101	Retirement	479,549	495,560	311,980	309,090
1103	P.A.R.S. Retirement	933	1,220	1,220	1,220
1201	Workers' Compensation	177,168	244,520	283,280	283,280
1300	Employee Group Insurance	176,304	176,300	176,300	177,320
1318	Medicare Insurance	20,084	25,110	26,770	27,120
	Subtotal	3,721,613	3,760,630	3,719,260	3,741,500
Maintenance and Operations					
2001	Uniforms and Laundry	38,523	46,630	49,680	49,680
2011	Training, Travel and Dues	6,085	15,000	15,000	15,000
2021	Natural Gas	2,966	2,470	2,630	2,630
2024	Electricity	16,997	15,060	14,380	14,380
2027	Water	3,447	3,970	3,640	3,640
2031	Telephone	23,405	23,510	24,270	24,270
2051	Gas and Lubrications	9,583	15,730	13,750	13,750
2101	Materials and Supplies	55,564	51,660	53,540	53,540
2150	Rents and Leases	96,052	118,470	118,650	118,650
2170	General Insurance	167,784	55,610	49,310	49,310
2201	Repairs and Maint. Auto.	95,958	73,560	75,500	75,500
2222	Repairs and Maint. Other	33,722	45,900	45,900	45,900
2281	Printing	2,686	3,050	3,050	3,050
2401	Contractual Services	151,963	134,930	150,600	150,600
	Subtotal	704,735	605,550	619,900	619,900

Fire Department
Budget Detail (Con't)

***All
Divisions***

Account		Actual	Budget	Department	Adopted
		Expenditures		Request	Budget
No.	Account Title	1997-98	1998-99	1999-00	1999-00
<u>Capital Outlay</u>					
5203	Buildings		22,500	22,500	22,500
5408	Office Furniture & Equipment	26,818	7,120	24,150	15,300
5622	Other Equipment	34,645	42,660	31,480	42,080
	Subtotal	61,463	72,280	78,130	79,880
<u>Special Programs</u>					
	Special Programs	238,764	233,000	238,000	238,000
	Subtotal	238,764	233,000	238,000	238,000
<u>Capital Improvements</u>					
	Capital Improvement Projects	30,500			
	Subtotal	30,500	0	0	0
	Grand Total	\$4,757,075	\$4,671,460	\$4,655,290	\$4,679,280

Fire Department **Position Summary**

***All
Divisions***

Position Title	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept.	Adopted		Department	Adopted	
	Budget	Request		Budget	Request	
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Fire Chief	1	1	1	\$98,950	\$102,940	\$102,940
Battalion Chief*	1	1	2	85,460	88,900	112,660
Fire Captains	12	12	12	703,440	733,920	733,920
Fire Engineers	12	12	12	615,940	629,150	629,150
Firefighters	15	15	15	633,170	666,310	666,310
Administrative Secretary	1	1	1	40,260	41,890	41,890
Comm. Serv. Officer II	1	1	1	35,180	40,390	40,390
Acting Pay				29,200	30,440	30,440
Holiday Pay				68,090	72,050	72,050
Paramedic Pay				93,880	96,600	96,600
Education Pay				43,940	46,710	46,710
TOTAL	43	43	44	\$2,447,510	\$2,549,300	\$2,573,060

* One position funded as of April 1, 2000

Fire Operations Division

*Fire Department
General Fund/2401*

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$2,384,982	\$2,447,510	\$2,549,300	\$2,573,060
1003	Salaries, Part Time	27,047	32,460	32,460	32,460
1006	Salaries, Overtime	370,783	274,290	274,290	274,290
1007	Salaries, Overtime Mutual Aid	12,431			
1009	Salaries, Redistributed	(4,640)	(5,220)	(6,290)	(6,290)
1038	Sick Leave Payoff	20,328	20,330	20,330	20,330
1040	Vacation Payoff	43,332	43,330	43,330	43,330
1053	Holiday Allowance	8,672			
1101	Retirement	479,549	495,560	311,980	309,090
1103	P.A.R.S. Retirement	933	1,220	1,220	1,220
1201	Workers' Compensation	177,156	244,510	283,270	283,270
1300	Employee Group Insurance	176,304	176,300	176,300	177,320
1318	Medicare Insurance	20,084	25,110	26,770	27,120
	Subtotal	3,716,961	3,755,400	3,712,960	3,735,200

Maintenance and Operations

2001	Uniforms and Laundry	38,523	46,630	49,680	49,680
2011	Training, Travel and Dues	6,085	15,000	15,000	15,000
2021	Natural Gas	2,966	2,470	2,630	2,630
2024	Electricity	16,997	15,060	14,380	14,380
2027	Water	3,447	3,970	3,640	3,640
2031	Telephone	23,405	23,510	24,270	24,270
2051	Gas and Lubrications	9,583	15,500	13,450	13,450
2101	Materials and Supplies	55,564	51,430	53,240	53,240
2150	Rents and Leases	96,052	118,470	118,650	118,650
2170	General Insurance	167,688	54,870	48,360	48,360
2201	Repairs and Maint. Auto.	95,958	73,560	75,500	75,500
2222	Repairs and Maint. Other	33,722	45,900	45,900	45,900
2281	Printing	2,559	2,750	2,750	2,750
2401	Contractual Services	26,512	35,930	65,600	65,600
	Subtotal	579,061	505,050	533,050	533,050

Capital Outlay

5203	(R) Two Apparatus Doors	-	-	10,000	10,000
5203	(R) Kitchen Remodel/Sta.3	-	-	12,500	12,500
5408	(A) EOC Cabinets	-	-	4,800	4,800
5408	(A) HP Software Program	-	-	10,500	10,500
5408	(A) Computer	-	-	2,000	

Fire Operations Division (Con't.)

**Fire Department
General Fund/2401**

Account		Actual	Budget	Department	Adopted
No.	Account Title	Expenditures		Request	Budget
		1997-98	1998-99	1999-00	1999-00
5408	(A) Fire Simulator	-	-	6,850	
5622	(R) Hurst Rescue Tool	-	-	18,730	18,730
5622	(A) Gas Detector	(Prior Years' Capital Outlay shown in Total Only)		2,270	2,270
5622	(A) Breathing Apparatus			7,800	7,800
5622	(A) Rescue Tripod	-	-	2,680	2,680
5622	(A) 800 MHZ Digital Radios	-	-		10,600
Subtotal		61,463	72,280	78,130	79,880
Special Programs					
8005	Paramedic Medical Supplies	30,264	30,000	30,000	30,000
8040	Fuel Break Maintenance	198,000	203,000	208,000	208,000
8801	Fire Video	10,500			
9834	Fire Road	30,500			
Subtotal		269,264	233,000	238,000	238,000
Grand Total		\$4,626,749	\$4,565,730	\$4,562,140	\$4,586,130

Fire Operations Position Summary

Position Title	No. of Positions			Salaries		
	Budget	Dept.	Adopted	Budget	Department	Adopted
	1998-99	Request	Budget	1998-99	Request	Budget
		1999-00	1999-00		1999-00	1999-00
Fire Chief	1	1	1	\$98,950	\$102,940	\$102,940
Battalion Chief*	1	1	2	85,460	88,900	112,660
Fire Captains	12	12	12	703,440	733,920	733,920
Fire Engineers	12	12	12	615,940	629,150	629,150
Firefighters	15	15	15	633,170	666,310	666,310
Administrative Secretary	1	1	1	40,260	41,890	41,890
Comm. Serv. Officer II	1	1	1	35,180	40,390	40,390
Acting Pay				29,200	30,440	30,440
Holiday Pay				68,090	72,050	72,050
Paramedic Pay				93,880	96,600	96,600
Education Pay				43,940	46,710	46,710
TOTAL	43	43	44	\$2,447,510	\$2,549,300	\$2,573,060

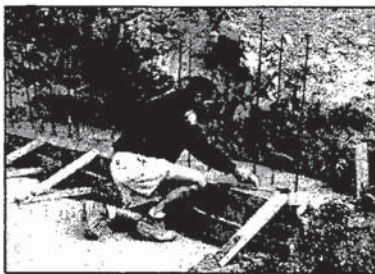
* One position funded as of April 1, 2000

Weed Abatement Division*Fire Department
General Fund/2501*

Account		Actual	Budget	Department	Adopted
No.	Account Title	Expenditures 1997-98	1998-99	Request 1999-00	Budget 1999-00
Salaries and Wages					
1009	Salaries, Redistributed	\$4,640	\$5,220	\$6,290	\$6,290
1201	Workers' Compensation	12	10	10	10
	Subtotal	4,652	5,230	6,300	6,300
Maintenance and Operations					
2051	Gas and Lubrications		230	300	300
2101	Materials and Supplies		230	300	300
2170	General Insurance	96	740	950	950
2281	Printing	127	300	300	300
2401	Contractual Services	125,451	99,000	85,000	85,000
	Subtotal	125,674	100,500	86,850	86,850
	Grand Total	\$130,326	\$105,730	\$93,150	\$93,150

Municipal Services

Fiscal Year
1999-00



Municipal Services Department

The Municipal Services Department provides a wide range of public services for the City of Laguna Beach and is organized into nine divisions: Engineering and Administration, Equipment Maintenance, Park and Building Maintenance, Street Maintenance, Solid Waste, Sewer, Transit, Parking Facilities Maintenance and Street Lighting. Capital Improvement Projects are included within the respective division budgets. Collectively, there are 50 employees in the Municipal Services Department. Following are descriptions of the services provided by each division:

Engineering and Administration - This division has six employees who are responsible for managing the department, performing clerical functions, coordinating assessment district activities, overseeing capital improvement projects, and inspecting various public and private projects.

Equipment Maintenance - This division has two employees who are responsible for the routine repair, replacement and maintenance of City vehicles and equipment. The division maintains over 120 pieces of equipment, including a variety of heavy and light-duty trucks and vehicles, medium sized tractors, and specialized equipment.

Park and Building Maintenance - The 15.5 employees in this division perform maintenance activities at 67 separate parks and facilities totaling more than 56 acres. City buildings approximate 60,000 square feet, including 11 public restrooms throughout the City. Part-time staff assists with litter control and downtown cleanup. The City contracts with private companies for custodial services at City Hall, Legion Hall, Lang Park, and for turf mowing in the parks. This budget also includes funds for disposal of waste generated at parks, beaches, and on public streets. In addition, the budget provides for abatement of invasive weeds in public open space areas.

Street Maintenance - This division has 12.5 employees who maintain City streets, sidewalks, and storm drains. The City has approximately 80 miles of paved streets and 800 storm drain inlets, catch basins and outlets. In residential areas, streets are swept biweekly. In the downtown area, streets are swept seven days per week during the summer and six days per week at other times of the year. The division also manages vegetation abatement in the public right of way and the downtown daily clean up program. This budget provides for contractual services including: tree trimming, median maintenance, street striping and disposal of construction debris and litter.

Solid Waste - More than 90 percent of this division's budget represents expenditures associated with contracted services including trash collection, recycling, dump fees, and hazardous waste disposal. One employee administers the solid waste contract, manages compliance with environmental regulations and mandates, and handles citizen requests for information, special services, and complaint resolution. This division's costs are recovered through a solid waste assessment on individual property tax bills. This budget includes costs for the newly implemented trash collection and recycling program.

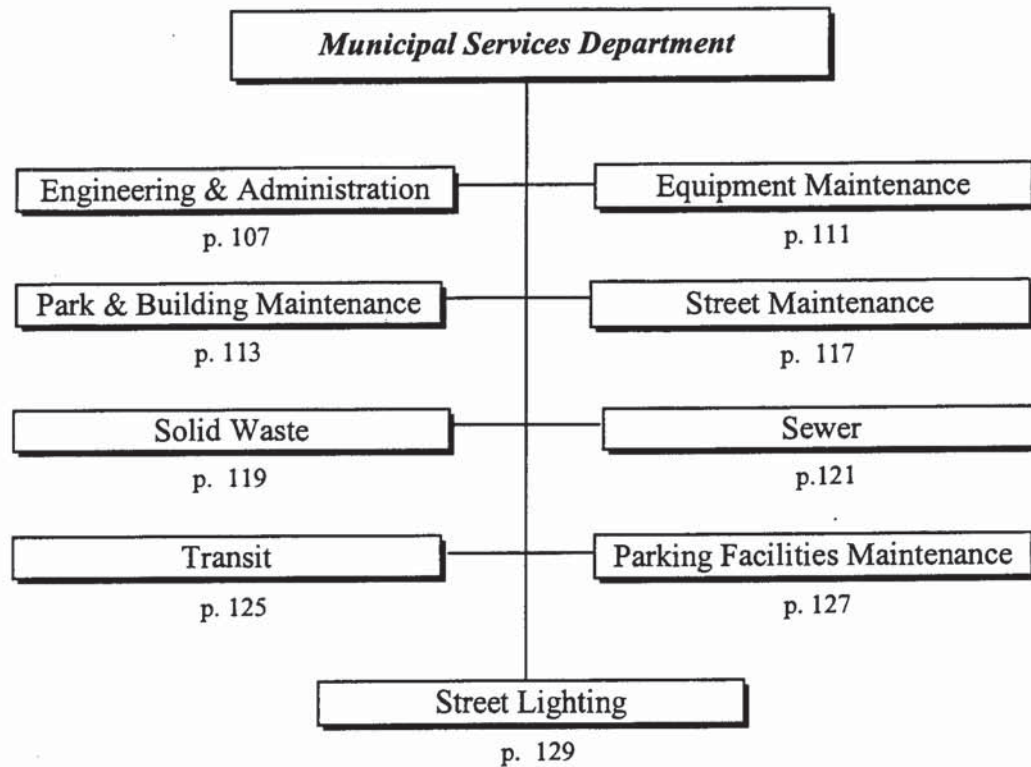
Sewer - The Sewer Division is responsible for maintaining 90 miles of sewer main, 26 pump stations and the 4-mile North Coast Interceptor. There are seven full-time employees included in the two division budgets. Division functions include cleaning the sewer mains and manholes with rodding and hydro-jet equipment, and maintaining of pump stations which include telemetry, backup generators, pumps and motors. Maintaining the North Coast Interceptor also involves cleaning six air-release valves and inspecting the pipeline.

Transit - Transit Division budgets include costs associated with administering, operating and maintaining the City's transit system. Services provided include the Mainline Transit System, which is an intra-city system that serves as a feeder service to the Orange County Transit Authority bus system; Festival Service, which is offered during the ten-week summer festival season; and Charter Service, which allows private parties to schedule private service during non-festival months (September through June). The City receives revenue from a variety of sources to fund the transit operations. Sources include federal operating funds, State sales tax on gasoline, air quality subvention funds, fare box revenues and private charters. The Transit Fund also includes money received from OCTA for paratransit service. For the past several years, the City has transferred funds to the Transit Fund from the Parking Authority Fund. This transfer is necessary due to a significant decrease of available federal operating funds for transit systems nationwide.

Parking Facilities Maintenance - This division has three employees who maintain more than 2,100 parking meters. Functions include installation, maintenance and replacement of meters, parking permit machines, and change machines. In addition, the division collects meter revenue daily. Part-time staff assists with meter collection and parking lot maintenance.

Street Lighting - This fund represents property tax revenue collected for the restricted purpose of lighting the City's public streets. These restricted funds provide that all street lights are powered with electricity, regularly maintained, and repaired when needed. This is accomplished with the cooperation of Southern California Edison.

The chart below shows the budget structure of the Municipal Services Department. The numbers below each division indicate the pages that follow in which a more detailed budget can be found:



***Municipal Services Department
Budget Summary***

***All
Divisions***

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Engineering & Administration	\$425,510	\$46,510	\$2,500	\$14,500	\$1,730,000	\$2,219,020
Equipment Maintenance	98,430	65,530	8,500	0	0	\$172,460
Park & Building Maintenance	797,630	796,180	58,200	0	260,000	\$1,912,010
Street Maintenance	625,740	1,278,450	30,200	0	0	\$1,934,390
Solid Waste	65,040	1,384,670	0	0	0	\$1,449,710
Sewer	458,350	2,089,090	61,800	0	2,815,000	\$5,424,240
Transit	479,520	220,360	405,050	0	0	\$1,104,930
Parking Facilities Maintenance	265,600	266,020	28,500	0	0	\$560,120
Street Lighting	10,540	182,640	0	0	60,000	\$253,180
Department Total	\$3,226,360	\$6,329,450	\$594,750	\$14,500	\$4,865,000	\$15,030,060

Municipal Services Department Budget Detail

*All
Divisions*

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$1,913,948	\$2,076,460	\$2,191,910	\$2,191,910
1003	Salaries, Part Time	395,837	411,160	563,380	446,040
1006	Salaries, Overtime	93,926	63,840	81,700	81,700
1009	Salaries, Redistributed	32,260	31,120	36,270	36,270
1038	Sick Leave Payoff	25,290	28,250	28,250	28,250
1039	Old Sick Leave Payoff	25			
1040	Vacation Payoff	19,398	18,700	18,700	18,700
1101	Retirement	148,867	160,790	154,220	37,560
1103	P.A.R.S. Retirement	15,098	15,410	21,130	16,730
1201	Workers' Compensation	119,268	134,230	138,060	138,060
1300	Employee Group Insurance	200,904	202,950	205,000	205,000
1318	Medicare Insurance	20,825	23,570	27,840	26,140
	Subtotal	2,985,646	3,166,480	3,466,460	3,226,360
Maintenance and Operations					
2001	Uniforms and Laundry	20,279	21,080	23,000	23,000
2011	Training, Travel and Dues	6,906	10,180	14,150	14,000
2021	Natural Gas	5,969	6,230	6,230	6,230
2024	Electricity	314,176	324,650	331,870	331,870
2027	Water	88,665	124,600	115,270	115,270
2031	Telephone	25,902	26,030	24,550	24,550
2051	Gas and Lubrications	85,285	93,800	92,280	94,080
2101	Materials and Supplies	567,268	620,790	641,350	639,500
2150	Rents and Leases	273,409	277,210	318,720	322,220
2160	Lease Payments-Debt Service	974,090	672,000	624,000	624,000
2170	General Insurance	370,572	585,650	839,780	839,780
2201	Repairs and Maint. Auto.	128,449	114,790	119,000	120,000
2222	Repairs and Maint. Other	156,358	209,500	227,250	227,250
2281	Printing	23,627	22,500	26,700	26,700
2302	Legal Advertising		1,000	1,000	1,000
2401	Contractual Services	1,506,785	1,544,740	1,869,240	1,839,240
2402	Contractual AWMA Operation	1,006,465	909,000	900,000	900,000
2432	Postage	3,967	7,700	4,500	4,500
2508	Vehicle Cost Redistribution	(36,849)	(26,700)	(27,600)	(27,600)
2804	Costs Redistributed	209,400	219,440	203,860	203,860
	Subtotal	5,730,723	5,764,190	6,355,150	6,329,450

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

***All
Divisions***

Account		Actual	Budget	Department	Adopted
No.	Account Title	Expenditures		Request	Budget
		1997-98	1998-99	1999-00	1999-00
<u>Capital Outlay</u>					
5203	Buildings			14,000	14,000
5408	Office Furniture & Equipment	11,578	5,350	2,700	2,700
5510	Automotive Equipment			446,100	424,500
5622	Other Equipment	47,432	180,500	232,050	153,550
	Subtotal	59,010	185,850	694,850	594,750
<u>Special Programs</u>					
	Special Programs	43,467	97,330	14,500	14,500
	Subtotal	43,467	97,330	14,500	14,500
<u>Capital Improvements</u>					
	Capital Improvement Projects	4,716,682	5,230,000	4,635,000	4,865,000
	Subtotal	4,716,682	5,230,000	4,635,000	4,865,000
	Grand Total	\$13,535,528	\$14,443,850	\$15,165,960	\$15,030,060

Municipal Services Department **Position Summary**

***All
Divisions***

Position Title	No. of Positions			Salaries		
	Budget	Dept.	Adopted	Budget	Department	Adopted
	1998-99	Request	Budget	1998-99	Request	Budget
		1999-00	1999-00		1999-00	1999-00
Asst.City Mgr/Dir of Municipal Services	1	1	1	\$98,950	\$102,940	\$102,940
Asst Dir/City Engineer	1	1	1	89,500	93,100	93,100
Asst City Engineer	1	1	1	56,020	67,480	67,480
Deputy Director M.S.	1	1	1	79,220	82,410	82,410
Parks & Buildings Manager	1	1	1	68,640	71,410	71,410
Sr. Project Coordinator	2	2	2	109,520	113,920	113,920
Administrative Secretary	1	1	1	38,340	41,890	41,890
Senior Clerks	2	2	2	66,040	68,720	68,720
Sr. Administrative Analyst	1	1	1	49,800	56,290	56,290
Equipment Mechanic	1	1	1	44,160	35,430	35,430
Maintenance Workers	3.5	4.5	4.5	85,740	75,940	75,940
Maint Lead Workers	6	6	6	269,040	282,110	282,110
Maintenance Workers II	5	4	4	186,390	266,880	266,880
Maintenance Workers I	8.5	8.5	8.5	241,350	280,390	280,390
Parks Gardeners	8	8	8	297,580	239,780	239,780
Equipment Operator	1	1	1	40,260	41,890	41,890
Motor Sweeper Operator	1	1	1	28,620	32,700	32,700
Sr. Sewer Serv. Supervisor	1	1	1	54,760	56,970	56,970
Mechanic Maint Supervisor	1	1	1	49,800	51,820	51,820
Maintenance Supervisor	1	1	1	49,800	51,820	51,820
Lead Bus Driver	1	1	1	37,540	41,220	41,220
Bus Driver	1	1	1	35,390	36,800	36,800
Standby Pay						
TOTAL	50	50	50	\$2,076,460	\$2,191,910	\$2,191,910

Engineering & Administration Division*Municipal Services
General Fund/3101*

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$332,124	\$392,330	\$419,330	\$419,330
1006	Medicare Insurance	4,027	2,000	5,000	5,000
1009	Salaries, Redistributed	(113,930)	(116,690)	(123,400)	(123,400)
1038	Sick Leave Payoff	7,356	7,350	7,350	7,350
1040	Vacation Payoff	4,140	4,140	4,140	4,140
1101	Retirement	25,417	30,380	29,360	
1201	Workers' Compensation	98,892	87,610	85,480	85,480
1300	Employee Group Insurance	20,496	24,600	24,600	24,600
1318	Medicare Insurance	1,826	2,700	3,010	3,010
	Subtotal	380,348	434,420	454,870	425,510
Maintenance and Operations					
2011	Training, Travel and Dues	3,412	4,040	8,490	8,340
2021	Natural Gas	970	1,010	1,000	1,000
2024	Electricity	4,930	3,580	3,950	3,950
2027	Water	3,485	5,000	3,850	3,850
2031	Telephone	8,868	9,630	9,390	9,390
2051	Gas and Lubrications	3,760	950	950	950
2101	Materials and Supplies	3,218	5,570	5,500	5,500
2150	Rents and Leases	3,480	3,530	5,450	5,450
2170	General Insurance	3,720	3,870	4,330	4,330
2222	Repairs and Maint. Other	510	1,450	1,450	1,450
2281	Printing	220	300	300	300
2302	Legal Advertising		1,000	1,000	1,000
2401	Contractual Services	32			
2804	Costs Redistributed		1,000	1,000	1,000
	Subtotal	36,605	40,930	46,660	46,510
Capital Outlay					
5622	Video Camera	(Prior Years' Capital Outlay shown in Total Only)		2,500	2,500
	Subtotal	9,502	4,400	2,500	2,500

Engineering & Administration Division (Con't.)**Municipal Services
General Fund/3101**

Account		Actual	Budget	Department	Adopted
		Expenditures		Request	Budget
No.	Account Title	1997-98	1998-99	1999-00	1999-00
Special Programs					
8002	Aliso Creek Water Study	29,500	25,000		
8003	Heisler Park Recon. Study		30,000		
8095	AQMD Grant Funds	934	25,000	2,500	2,500
8533	NPDES Storm Water Inspect.	8,479	17,330	12,000	12,000
	Subtotal	38,913	97,330	14,500	14,500
Capital Improvements					
	Capital Improvement Projects	2,767,999	2,660,000	1,500,000	1,730,000*
	Subtotal	2,767,999	2,660,000	1,500,000	1,730,000
	Grand Total	\$3,233,367	\$3,237,080	\$2,018,530	\$2,219,020

* Represents thirteen individual projects (projects #5 & 7 through 18) funded from the Capital Improvement Fund. See Capital Improvement Project Summary (pp. 181-187) for funding details and project descriptions.

Engineering & Administration Position Summary

Position Title	No. of Positions			Salaries		
	Dept.	Adopted		Department	Adopted	
	Budget	Budget		Request	Budget	
	1998-99	1999-00		1998-99	1999-00	
Asst. City Mgr/Dir of Municipal Services	1	1	1	\$98,950	\$102,940	\$102,940
Asst. Dir./City Engineer	1	1	1	89,500	93,100	93,100
Asst. City Engineer	1	1	1	56,020	67,480	67,480
Sr. Project Coordinator	2	2	2	109,520	113,920	113,920
Administrative Secretary	1	1	1	38,340	41,890	41,890
TOTAL	6	6	6	\$392,330	\$419,330	\$419,330

Equipment Maintenance Division

Municipal Services
General Fund/3102

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$64,692	\$70,230	\$61,040	\$61,040
1003	Salaries, Part Time	14,726	20,750	21,840	20,750
1006	Salaries, Overtime	3,861	3,000	3,000	3,000
1038	Sick Leave Payoff	468	470	470	470
1040	Vacation Payoff	156	160	160	160
1101	Retirement	5,047	5,440	4,310	
1103	P.A.R.S. Retirement	735	780	820	780
1201	Workers' Compensation	5,292	5,620	2,810	2,810
1300	Employee Group Insurance	8,196	8,200	8,200	8,200
1318	Medicare Insurance	719	720	1,240	1,220
Subtotal		103,892	115,370	103,890	98,430
Maintenance and Operations					
2001	Uniforms and Laundry	1,291	1,590	1,600	1,600
2011	Training, Travel and Dues	539	680	680	680
2021	Natural Gas	1,113	1,240	1,180	1,180
2024	Electricity	6,787	7,170	7,360	7,360
2051	Gas and Lubrications	5,047	3,530	3,530	3,530
2101	Materials and Supplies	9,517	9,800	10,500	10,500
2170	General Insurance	1,632	1,650	1,480	1,480
2201	Repairs and Maint. Auto.	56,241	60,000	61,500	61,500
2222	Repairs and Maint. Other	3,190	3,200	3,500	3,500
2281	Printing	200	200	200	200
2401	Contractual Services	1,548		1,600	1,600
2508	Vehicle Cost Redistribution	(36,849)	(26,700)	(27,600)	(27,600)
2804	Costs Redistributed		(5,000)		
Subtotal		50,256	57,360	65,530	65,530
Capital Outlay					
5622	(A) Recycling/Charging Sta.	(Prior Years' Capital Outlay shown in Total Only)		3,500	3,500
5622	(R) One Metal Cutter			3,000	3,000
5622	(R) Sandblast Cabinet			2,000	2,000
Subtotal		9,769	36,150	8,500	8,500
Grand Total		\$163,917	\$208,880	\$177,920	\$172,460

Equipment Maintenance Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept.	Adopted		Department	Adopted	
	Budget	Budget		Request	Budget	
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Equipment Mechanic	1	1	1	\$44,160	\$35,430	\$35,430
Maintenance Worker	1	1	1	26,070	25,610	25,610
TOTAL	2	2	2	\$70,230	\$61,040	\$61,040

Park & Building Maintenance Division

*Municipal Services
General Fund/3104*

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$564,721	\$592,330	\$616,630	\$616,630
1003	Salaries, Part Time	84,741	70,610	129,170	93,430
1006	Salaries, Overtime	13,884	6,840	7,400	7,400
1009	Salaries, Redistributed	(16,350)	(17,850)	(19,340)	(19,340)
1038	Sick Leave Payoff	8,724	8,720	8,720	8,720
1040	Vacation Payoff	6,840	6,840	6,840	6,840
1101	Retirement	43,909	45,870	43,430	
1103	P.A.R.S. Retirement	3,338	2,640	4,840	3,500
1201	Workers' Compensation	7,920	13,150	10,640	10,640
1300	Employee Group Insurance	63,552	61,500	63,550	63,550
1318	Medicare Insurance	5,451	5,710	6,780	6,260
	Subtotal	786,730	796,360	878,660	797,630
Maintenance and Operations					
2001	Uniforms and Laundry	5,605	5,730	7,450	7,450
2011	Training, Travel and Dues	1,010	750	750	750
2021	Natural Gas	489	620	580	580
2024	Electricity	26,921	33,400	31,130	31,130
2027	Water	63,788	92,040	85,000	85,000
2051	Gas and Lubrications	16,081	23,410	23,420	23,420
2101	Materials and Supplies	140,468	156,150	156,150	156,150
2150	Rents and Leases	127,830	124,970	134,610	134,610
2160	Lease Payments-Debt Service	306,015	8,000		
2170	General Insurance	49,704	66,420	40,080	40,080
2222	Repairs and Maint. Other	37,987	62,800	72,800	72,800
2281	Printing	55	250	250	250
2401	Contractual Services	189,446	219,660	241,460	242,960
2804	Costs Redistributed		1,000	1,000	1,000
	Subtotal	965,399	795,200	794,680	796,180
Capital Outlay					
5203	Annelise Preschool Furnaces	-	-	6,000	6,000
5203	Lang Park Gym A/C	-	-	8,000	8,000
5510	(A) Truck/Downtown Crews	(Prior Years' Capital Outlay shown in Total Only)		21,600	
5510	(R) Equipment Haul Trailer			24,500	24,500
5622	(A) Ten Hand Held Radios	-	-	10,000	10,000
5622	(R) Two Lawn Mowers	-	-	2,000	2,000

Park & Building Maintenance Division (Con't.)

**Municipal Services
General Fund/3104**

Account		Actual	Budget	Department	Adopted
		Expenditures		Request	Budget
No.	Account Title	1997-98	1998-99	1999-00	1999-00
5622	(A) One Plate Compactor	-	-	1,800	1,800
5622	(A) One Post Hole Auger	-	-	1,500	1,500
5622	(R) Three Chain Saws	-	-	2,100	2,100
5622	(R) One Drill Press	-	-	1,500	1,500
5622	(A) One Miter Saw	-	-	800	800
Subtotal		0	25,000	79,800	58,200
Special Programs					
8806	Heisler Park Telescope	3,750			
8807	Main Beach Game Table	804			
Subtotal		4,554	0	0	0
Capital Improvements					
Capital Improvement Projects		623,533	212,000	260,000	260,000
Subtotal		623,533	212,000	260,000	260,000
Grand Total		\$2,380,216	\$1,828,560	\$2,013,140	\$1,912,010

* Represents five projects (projects #1,2,3,4 and #6) funded from the Capital Improvement Fund. See Capital Improvement Project Summary (pp. 181-187) for details and reference to Project Descriptions.

Park & Building Maintenance Position Summary

Position Title	No. of Positions			Salaries		
	Dept.		Adopted Budget 1999-00	Department		Adopted Budget 1999-00
	Budget	Request		Budget	Request	
	1998-99	1999-00		1998-99	1999-00	
Parks & Buildings Manager	1	1	1	\$68,640	\$71,410	\$71,410
Maint. Lead Worker	1	1	1	45,290	47,110	47,110
Maintenance Worker II	2	3	3	74,570	117,560	117,560
Maintenance Workers I	2	3.5	3.5	61,270	106,410	106,410
Parks Gardeners	8	6	6	297,580	239,780	239,780
Senior Clerk	1	1	1	33,020	34,360	34,360
Maintenance Workers	0.5			11,960		
TOTAL	15.5	15.5	15.5	\$592,330	\$616,630	\$616,630

Street Maintenance Division

Municipal Services
General Fund/3106

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$443,889	\$478,410	\$505,970	\$505,970
1003	Salaries, Part Time	60,361	71,800	153,510	71,800
1006	Salaries, Overtime	23,690	10,000	15,000	15,000
1009	Salaries, Redistributed	(48,600)	(41,910)	(43,950)	(43,950)
1038	Sick Leave Payoff	5,244	5,240	5,240	5,240
1040	Vacation Payoff	2,304	2,300	2,300	2,300
1101	Retirement	34,312	37,050	35,620	
1103	P.A.R.S. Retirement	2,328	2,690	5,760	2,690
1201	Workers' Compensation	3,216	3,120	9,390	9,390
1300	Employee Group Insurance	51,252	51,250	51,250	51,250
1318	Medicare Insurance	5,065	5,680	7,230	6,050
	Subtotal	583,061	625,630	747,320	625,740
Maintenance and Operations					
2001	Uniforms and Laundry	4,733	5,000	5,080	5,080
2011	Training, Travel and Dues	428	950	950	950
2024	Electricity		80		
2027	Water	4,778	4,900	5,300	5,300
2051	Gas and Lubrications	16,573	19,360	19,360	19,360
2101	Materials and Supplies	182,901	215,000	230,000	230,000
2150	Rents and Leases	87,091	86,860	111,630	111,630
2170	General Insurance	267,996	470,250	748,430	748,430
2201	Repairs and Maint. Auto.	85			
2222	Repairs and Maint. Other	8,618	8,000	8,000	8,000
2281	Printing	656	500	700	700
2401	Contractual Services	169,733	142,520	148,000	148,000
2804	Costs Redistributed		1,000	1,000	1,000
	Subtotal	743,592	954,420	1,278,450	1,278,450
Capital Outlay					
5622	(R) Air Compressor & Tank	-	-	3,300	3,300
5622	(R) Excavation Bucket	-	-	1,500	1,500
5622	(A) Vacuum For Concrete Machine			2,600	2,600
5622	(A) Single Drum Asphalt Roller			11,600	11,600
5622	(A) Tail Gate Loader			11,200	11,200
5622	(A) Bobcat Steer Loader	-	-	55,000	
5622	(A) Sandbag Filling Device	-	-	23,500	
	Subtotal	9,379	62,400	108,700	30,200
Capital Improvements					
	Capital Improvement Projects	215,929			
	Subtotal	215,929	0	0	0
	Grand Total	\$1,551,961	\$1,642,450	\$2,134,470	\$1,934,390

Street Maintenance Division Position Summary

Position Title	No. of Positions			Salaries		
	Dept.	Adopted		Department	Adopted	
	Budget	Budget		Request	Budget	
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Deputy Director M.S.	1	1	1	\$79,220	\$82,410	\$82,410
Maintenance Lead Workers	3	3	3	135,870	141,330	141,330
Maintenance Workers II	2	3	3	76,240	110,450	110,450
Maintenance Workers I	1.5	0.5	0.5	37,470	12,500	12,500
Maintenance Workers	2	2	2	47,710	50,330	50,330
Equipment Operator	1	1	1	40,260	41,890	41,890
Motor Sweeper Operator	1	1	1	28,620	32,700	32,700
Senior Clerk	1	1	1	33,020	34,360	34,360
TOTAL	12.5	12.5	12.5	\$478,410	\$505,970	\$505,970

Solid Waste Division*Municipal Services
General Fund/3201*

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$49,800	\$49,800	\$56,290	\$56,290
1009	Salaries, Redistributed	11,990	4,400	3,460	3,460
1038	Sick Leave Payoff	120	120	120	120
1040	Vacation Payoff	120	120	120	120
1101	Retirement	3,855	3,860	3,940	
1201	Workers' Compensation	216	190	130	130
1300	Employee Group Insurance	4,104	4,100	4,100	4,100
1318	Medicare Insurance	722	720	820	820
	Subtotal	70,927	63,310	68,980	65,040
Maintenance and Operations					
2011	Training, Travel and Dues	(62)	550	550	550
2031	Telephone	654	550	650	650
2101	Materials and Supplies	517	8,470	1,600	1,600
2170	General Insurance	1,272	1,160	850	850
2281	Printing	1,531	3,750	3,750	3,750
2401	Contractual Services	1,100,582	1,079,510	1,399,430	1,367,930
2432	Postage	2,773	4,700	1,500	1,500
2804	Cost Redistributed	10,630	9,460	7,840	7,840
	Subtotal	1,117,897	1,108,150	1,416,170	1,384,670
	Grand Total	\$1,188,824	\$1,171,460	\$1,485,150	\$1,449,710

Solid Waste Position Summary

Position Title	No. of Positions			Salaries		
	Dept.	Adopted		Department	Adopted	
	Budget	Budget		Budget	Budget	
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Sr. Administrative Analyst	1	1	1	\$49,800	\$56,290	\$56,290
TOTAL	1	1	1	\$49,800	\$56,290	\$56,290

Sewer Division

Municipal Services Sewer Fund/3301 & 3302

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$237,380	\$261,810	\$277,760	\$277,760
1003	Salaries, Part Time	20,622			
1006	Salaries, Overtime	28,736	26,000	31,800	31,800
1009	Salaries, Redistributed	75,290	80,580	86,440	86,440
1038	Sick Leave Payoff	1,956	1,960	1,960	1,960
1040	Vacation Payoff	2,100	2,100	2,100	2,100
1101	Retirement	19,078	20,260	19,580	19,580
1103	P.A.R.S. Retirement	502			
1201	Workers' Compensation	1,428	7,720	7,700	7,700
1300	Employee Group Insurance	28,704	28,700	28,700	28,700
1318	Medicare Insurance	1,862	2,100	2,310	2,310
	Subtotal	417,658	431,230	458,350	458,350

Maintenance and Operations

2001	Uniforms and Laundry	3,266	3,400	3,400	3,400
2011	Training, Travel and Dues	969	1,630	1,630	1,630
2021	Natural Gas	3,094	3,040	3,160	3,160
2024	Electricity	114,190	96,830	120,900	120,900
2027	Water	15,799	21,750	20,230	20,230
2031	Telephone	15,468	14,720	13,470	13,470
2051	Gas and Lubrications	6,046	7,430	6,200	6,200
2101	Materials and Supplies	89,898	90,000	92,500	90,650
2150	Rents and Leases	49,968	55,430	59,350	59,350
2160	Lease Payments-Debt Service	668,075	664,000	624,000	624,000
2170	General Insurance	22,212	21,120	19,910	19,910
2201	Repairs and Maint. Auto.	10,102	8,290	10,500	10,500
2222	Repairs and Maint. Other	94,171	120,200	127,000	127,000
2281	Printing	593	2,000	1,000	1,000
2401	Contractual Services	16,471	15,250	32,250	32,250
2402	Contractual AWMA Operation	1,006,465	909,000	900,000	900,000
2804	Costs Redistributed	61,320	62,160	55,440	55,440
	Subtotal	2,178,107	2,096,250	2,090,940	2,089,090

Capital Outlay

5622	(A) Auto Crane/Unit 199	-	-	8,000	8,000
5622	(R) Two Manhole Blowers	(Prior Years' Capital Outlay shown in Total Only)		2,600	2,600
5622	(R) Six Traffic Barricades			2,000	2,000
5622	(A) One Power Mate Dolly	-	-	4,200	4,200

Sewer Division (Con't)**Municipal Services
Sewer Fund/3301 & 3302**

Account		Actual	Budget	Department	Adopted
No.	Account Title	Expenditures 1997-98	1998-99	Request 1999-00	Budget 1999-00
5622	(A) One Portable Flow Meter	-	-	8,500	8,500
5622	(R) One Root Saw	-	-	5,000	5,000
5622	(A) One Generator	-	-	12,000	12,000
5622	(R) Two NCI Air Vacuum Valves	-	-	2,500	2,500
5622	(R) Two Generator Controllers	-	-	17,000	17,000
Subtotal		21,860	45,900	61,800	61,800
Capital Improvements					
Capital Improvement Projects		1,109,221	2,340,000	2,815,000	2,815,000 *
Subtotal		1,109,221	2,340,000	2,815,000	2,815,000
Grand Total		\$3,726,846	\$4,913,380	\$5,426,090	\$5,424,240

* Represents fifteen projects funded from the Sewer Fund. See Capital Improvement Project Summary (pp. 181-187) for funding details and project descriptions.

Sewer Division Position Summary

Position Title	No. of Positions			Salaries		
	Dept.		Adopted	Department		Adopted
	Budget	Request	Budget	Budget	Request	Budget
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Sr. Sewer Serv Supervisor	1	1	1	\$54,760	\$56,970	\$56,970
Maintenance Lead Worker	2	2	2	87,880	93,670	93,670
Maintenance Workers I	4	4	4	119,170	127,120	127,120
TOTAL	7	7	7	\$261,810	\$277,760	\$277,760

Transit Division

Municipal Services Transit Fund/3401,3402 & 3404

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$120,879	\$122,730	\$129,840	\$129,840
1003	Salaries, Part Time	191,393	220,150	227,660	232,210
1006	Salaries, Overtime	15,375	11,500	15,000	15,000
1009	Salaries, Redistributed	45,370	38,620	43,760	43,760
1038	Sick Leave Payoff	(1,578)	1,390	1,390	1,390
1039	Old Sick Leave Payoff	25			
1040	Vacation Payoff	2,082	1,390	1,390	1,390
1101	Retirement	9,415	9,510	9,160	9,160
1103	P.A.R.S. Retirement	7,270	8,260	8,540	8,720
1201	Workers' Compensation	1,224	15,720	20,810	20,810
1300	Employee Group Insurance	12,300	12,300	12,300	12,300
1318	Medicare Insurance	4,145	4,610	4,870	4,940
	Subtotal	407,900	446,180	474,720	479,520
Maintenance and Operations					
2001	Uniforms and Laundry	4,453	4,230	4,230	4,230
2011	Training, Travel and Dues	535	800	800	800
2021	Natural Gas	303	320	310	310
2024	Electricity	4,012	4,460	3,850	3,850
2031	Telephone	362	400	380	380
2051	Gas and Lubrications	36,860	37,620	37,620	39,420
2101	Materials and Supplies	19,742	21,600	21,600	21,600
2150	Rents & Leases				3,500
2170	General Insurance	18,768	15,960	20,280	20,280
2201	Repairs and Maint. Auto.	60,268	45,000	45,000	46,000
2222	Repairs and Maint. Other	4,348	5,700	5,700	5,700
2281	Printing	8,362	8,500	8,500	8,500
2401	Contractual Services	8,025	24,300	9,500	9,500
2804	Costs Redistributed	47,470	62,780	56,290	56,290
	Subtotal	213,508	231,670	214,060	220,360
Capital Outlay					
5408	(R) Computer & Printer	-	-	2,700	2,700
5622	(R) One Ton Transmission Jack			2,350	2,350
5510	(R) One Trolley			200,000	200,000
5510	(A) One Trolley			200,000	200,000
	Subtotal	0	0	405,050	405,050
	Grand Total	\$621,408	\$677,850	\$1,093,830	\$1,104,930

Transit Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept.		Adopted	Department		Adopted
	Budget 1998-99	Request 1999-00	Budget 1999-00	Budget 1998-99	Request 1999-00	Budget 1999-00
Lead Bus Driver	1	1	1	\$37,540	\$41,220	\$41,220
Bus Driver	1	1	1	35,390	36,800	36,800
Mechanic Maint. Supervisor	1	1	1	49,800	51,820	51,820
TOTAL	3	3	3	\$122,730	\$129,840	\$129,840

Parking Facilities Maintenance Division

*Municipal Services
Parking Authority Fund/3501*

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$100,463	\$108,820	\$125,050	\$125,050
1003	Salaries, Part Time	23,994	27,850	31,200	27,850
1006	Salaries, Overtime	4,353	4,500	4,500	4,500
1009	Salaries, Redistributed	70,060	74,630	78,760	78,760
1038	Sick Leave Payoff	3,000	3,000	3,000	3,000
1040	Vacation Payoff	1,656	1,650	1,650	1,650
1101	Retirement	7,834	8,420	8,820	8,820
1103	P.A.R.S. Retirement	925	1,040	1,170	1,040
1201	Workers' Compensation	1,080	1,100	1,100	1,100
1300	Employee Group Insurance	12,300	12,300	12,300	12,300
1318	Medicare Insurance	1,035	1,330	1,580	1,530
Subtotal		226,700	244,640	269,130	265,600
Maintenance and Operations					
2001	Uniforms and Laundry	931	1,130	1,240	1,240
2011	Training, Travel and Dues	75	780	300	300
2024	Electricity	1,456	4,130	2,540	2,540
2027	Water	815	910	890	890
2031	Telephone	550	730	660	660
2051	Gas and Lubrications	918	1,500	1,200	1,200
2101	Materials and Supplies	118,533	110,700	120,000	120,000
2150	Rents and Leases	5,040	6,420	7,680	7,680
2170	General Insurance	5,268	5,220	4,420	4,420
2201	Repairs and Maint. Auto.	1,753	1,500	2,000	2,000
2222	Repairs and Maint. Other	7,419	6,150	6,800	6,800
2281	Printing	12,010	7,000	12,000	12,000
2401	Contractual Services	20,453	18,500	22,000	22,000
2432	Postage	1,194	3,000	3,000	3,000
2804	Costs Redistributed	89,980	87,040	81,290	81,290
Subtotal		266,394	254,710	266,020	266,020
Capital Outlay					
5622	(R) Three Ticket Machines	(Prior Years' Capital Outlay shown in Total Only)		28,500	28,500
Subtotal		8,500	12,000	28,500	28,500
Grand Total		\$501,594	\$511,350	\$563,650	\$560,120

Parking Facilities Maintenance Position Summary

Position Title	No. of Positions			Salaries		
	Dept.	Adopted		Department	Adopted	
	Budget	Budget		Request	Budget	
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Maintenance Supervisor	1	1	1	\$49,800	\$51,820	\$51,820
Maintenance Worker II	1	1	1	35,580	38,870	38,870
Maintenance Worker I	1	1	1	23,440	34,360	34,360
TOTAL	3	3	3	\$108,820	\$125,050	\$125,050

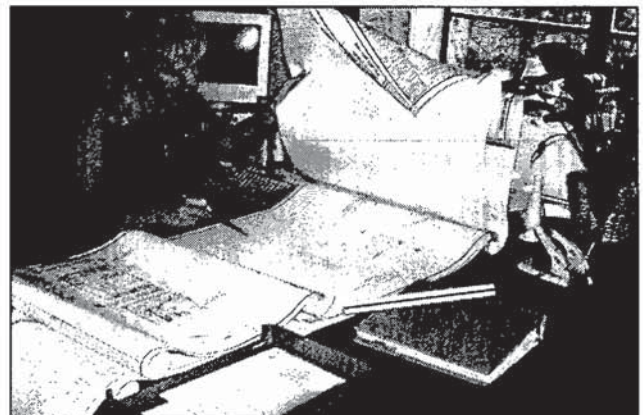
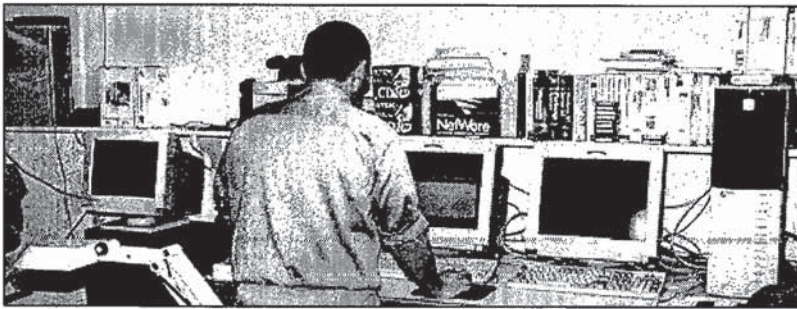
Street Lighting Division**Municipal Services
Street Lighting Fund/3601**

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1009	Salaries, Redistributed	\$8,430	\$9,340	\$10,540	\$10,540
	Subtotal	8,430	9,340	10,540	10,540
Maintenance and Operations					
2024	Electricity	155,880	175,000	162,140	162,140
2101	Materials and Supplies	2,474	3,500	3,500	3,500
2222	Repairs and Maint. Other	115	2,000	2,000	2,000
2401	Contractual Services	495	45,000	15,000	15,000
	Subtotal	158,964	225,500	182,640	182,640
Capital Improvements					
	Capital Improvements		18,000	60,000	60,000 *
	Subtotal	0	18,000	60,000	60,000
	Grand Total	\$167,394	\$252,840	\$253,180	\$253,180

* Represents two projects (projects #33 and 34). See Capital Improvement Project Summary (pp. 181-187) for details and reference to Project Descriptions.

Community Development

Fiscal Year
1999-00



Community Development Department

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

Administrative Division - The Administrative Division consists of the Director of Community Development and an administrative secretary. The Director is responsible for the overall operation of the Department, including the Department work priorities, budget, personnel and project scheduling.

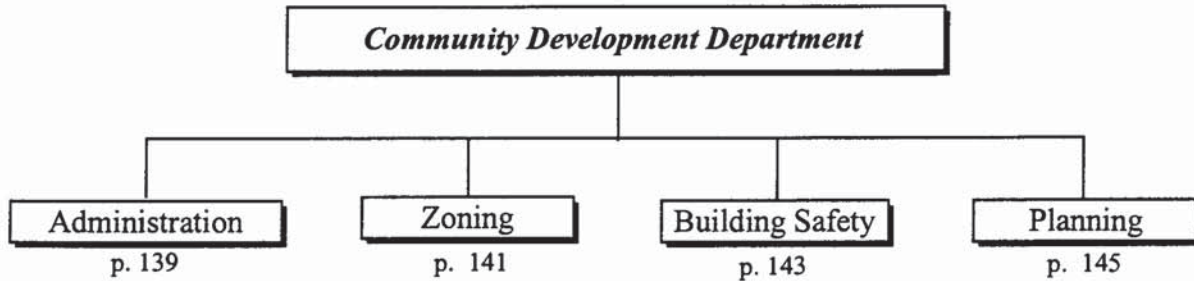
Planning Division - This Division is managed by the Assistant Director of Community Development and is responsible for all current and advanced planning projects, such as Conditional Use Permits, Subdivisions, Specific Plans and the City General Plan. The Planning Division is also responsible for the City's Historic Preservation Program and the majority of the Department's Special Projects. Current Special Projects that maintain high City Council priority include the reuse of Treasure Island, Village Entrance Master Plan and update of the Downtown Specific Plan. The Planning Division provides staff support to the Planning Commission.

Building Safety Division - The Building Division is managed by the City's Building Official and is principally engaged in the physical development of the City. Specifically, the Division provides building plan checks (for compliance with the Uniform Building Code), issues computer generated building permits, conducts all field inspections, and provides clerical support at the public counter. This division is financially self-sustaining with building permit and plan check fees generally covering the operational expenses of the Division. In the 1998 calendar year, the Building Division issued 1,489 permits for a total permit valuation of \$42 million.

Zoning Division - This Division is managed by the City's Zoning Administrator and is principally engaged in zoning plan check functions and provides staff support to the Design Review Board. The Zoning Division is responsible for the administration of the Zoning Code, including enforcement of City Zoning Regulations. The Zoning Division staff is also involved in the processing of sign permits, certificates of use and real property reports.

The Department is also responsible for the operation and maintenance of a computer network for approximately 60 users throughout the City Hall building. Network activities include e-mail, Internet access, fax, database, and file services.

The chart below shows the budget structure of the Community Development Department. The numbers below each activity indicate the pages that follow in which a more detailed budget can be found:



***Community Development Department
Budget Summary***

***All
Divisions***

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Administration	\$163,220	\$39,150	\$14,150	\$16,500	\$0	\$233,020
Zoning	320,710	12,930	0	0	0	\$333,640
Building Safety	534,830	64,070	0	0	0	\$598,900
Planning	405,670	35,100	0	0	0	\$440,770
Department Total	\$1,424,430	\$151,250	\$14,150	\$16,500	\$0	\$1,606,330

Community Development Department

Budget Detail

*All
Divisions*

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$1,072,376	\$1,097,480	\$1,197,170	\$1,197,170
1003	Salaries, Part Time	38,646	12,240	83,150	61,910
1006	Salaries, Overtime	16,372	14,830	20,510	20,510
1038	Sick Leave Payoff	18,204	18,200	18,200	18,200
1040	Vacation Payoff	12,780	12,770	12,770	12,770
1101	Retirement	82,508	84,980	83,820	
1103	P.A.R.S. Retirement	1,451	460	3,120	2,320
1201	Workers' Compensation	60,204	5,200	10,650	10,650
1300	Employee Group Insurance	77,892	82,820	87,740	87,740
1318	Medicare Insurance	11,875	11,750	13,460	13,160
	Subtotal	1,392,308	1,340,730	1,530,590	1,424,430
Maintenance and Operations					
2011	Training, Travel and Dues	6,952	9,220	9,390	8,910
2024	Electricity	8,128	8,180	7,970	7,970
2027	Water	339	240	350	350
2031	Telephone	8,088	9,110	8,400	8,400
2051	Gas and Lubrications	2,719	2,690	2,520	2,520
2101	Materials and Supplies	19,199	18,600	19,750	19,750
2150	Rents and Leases	9,840	9,800	8,400	8,400
2170	General Insurance	21,684	22,240	19,500	19,500
2201	Repairs and Maint. Auto.		500	1,000	1,000
2222	Repairs and Maint. Other	5,802	6,590	6,500	6,500
2281	Printing	7,039	12,000	13,800	13,800
2401	Contractual Services	1,632	11,400	51,150	51,150
2804	Costs Redistributed		3,000	3,000	3,000
	Subtotal	91,422	113,570	151,730	151,250
Capital Outlay					
5408	Office Furniture & Equipment	49,151	1,200	14,150	14,150
	Subtotal	49,151	1,200	14,150	14,150
Special Programs					
	Special Programs	25,000	500	16,500	16,500
	Subtotal	45,359	500	16,500	16,500
	Grand Total	\$1,578,240	\$1,456,000	\$1,712,970	\$1,606,330

Community Development Department Position Summary

*All
Divisions*

Position Title	No. of Positions			Salaries		
	Budget	Dept.	Adopted	Budget	Department	Adopted
	1998-99	Request	Budget	1998-99	Request	Budget
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Dir. of Community Dev.	1	1	1	\$98,950	\$102,940	\$102,940
Asst. Dir. Comm. Dev.	1	1	1	79,220	82,410	82,410
Building Official	1	1	1	79,220	82,410	82,410
Zoning Administrator	1	1	1	68,640	71,410	71,410
Sr.Code Enfor. Officer	1	1	1	49,800	48,770	48,770
Principal Planners	1.8	1.8	1.8	116,750	121,460	121,460
Senior Planner	1.8	1.8	1.8	104,890	111,500	111,500
Associate Planners	1	1	1	54,760	56,960	56,960
Sr. Plan Checker	1	1	1	64,860	64,860	64,860
Planning Technician	1	1	1	32,270	35,240	35,240
Building Inspectors	2	3	3	99,600	154,230	154,230
Sr. Building Inspector	1	1	1	54,760	56,960	56,960
Administrative Secretaries	2	2	2	75,000	83,450	83,450
Administrative Clerk	1	1	1	35,390	36,800	36,800
Senior Clerks	2.6	1.8	1.8	83,370	60,420	60,420
Typist Clerks		1	1		27,350	27,350
TOTAL	20.2	21.4	21.4	\$1,097,480	\$1,197,170	\$1,197,170

Administration Division

Community Development General Fund/4101

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$131,294	\$139,210	\$144,830	\$144,830
1006	Salaries, Overtime	2,446	2,260	3,140	3,140
1038	Sick Leave Payoff	3,216	3,220	3,220	3,220
1040	Vacation Payoff	516	510	510	510
1101	Retirement	10,028	10,780	10,140	
1201	Workers' Compensation	15,048	1,300	2,660	2,660
1300	Employee Group Insurance	8,196	8,200	8,200	8,200
1318	Medicare Insurance	609	610	660	660
	Subtotal	171,354	166,090	173,360	163,220
Maintenance and Operations					
2011	Training, Travel and Dues	2,848	3,700	3,740	3,700
2024	Electricity	8,128	8,180	7,970	7,970
2027	Water	339	240	350	350
2031	Telephone	8,088	9,110	8,400	8,400
2101	Materials and Supplies	4,353	2,200	2,000	2,000
2170	General Insurance	5,424	5,560	4,880	4,880
2222	Repairs and Maint. Other	65	490	100	100
2401	Contractual Services	32	5,000	11,000	11,000
2804	Costs Redistributed		750	750	750
	Subtotal	29,278	35,230	39,190	39,150
Capital Outlay					
5408	(R) Net Server Disk Upgrade	-	-	3,400	3,400
5408	(A) Net Server Tape Backup	(Prior Years' Capital Outlay shown in Total Only)		3,500	3,500
5408	Ram Upgrade for 20 PC's			1,250	1,250
5408	(A) Scanner and PC			6,000	6,000
	Subtotal	49,151	1,200	14,150	14,150
Special Programs					
8015	Heritage Committee	359	500	500	500
8025	Aerial Topography			16,000	16,000
8802	Aerial Maps	20,000			
8803	Digital Base Map	25,000			
	Subtotal	45,359	500	16,500	16,500
	Grand Total	\$295,142	\$203,020	\$243,200	\$233,020

Administration Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept.	Adopted		Department	Adopted	
	Budget 1998-99	Request 1999-00	Budget 1999-00	Budget 1998-99	Request 1999-00	Budget 1999-00
Dir. of Community Dev.	1	1	1	\$98,950	\$102,940	\$102,940
Administrative Secretary	1	1	1	40,260	41,890	41,890
TOTAL	2	2	2	\$139,210	\$144,830	\$144,830

Zoning Division

*Community Development
General Fund/4102*

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$212,227	\$231,550	\$245,660	\$245,660
1003	Salaries, Part Time		8,640	34,550	34,550
1006	Salaries, Overtime	5,901	5,750	7,850	7,850
1038	Sick Leave Payoff	3,660	3,660	3,660	3,660
1040	Vacation Payoff	1,884	1,880	1,880	1,880
1101	Retirement	16,319	17,930	17,200	
1103	P.A.R.S. Retirement		320	1,290	1,290
1201	Workers' Compensation	15,048	1,300	2,660	2,660
1300	Employee Group Insurance	16,404	19,680	19,680	19,680
1318	Medicare Insurance	2,440	2,850	3,480	3,480
	Subtotal	273,885	293,560	337,910	320,710
Maintenance and Operations					
2011	Training, Travel and Dues	13	850	600	600
2101	Materials and Supplies	3,573	4,200	3,100	3,100
2170	General Insurance	5,424	5,560	4,880	4,880
2222	Repairs and Maint. Other	290	580	100	100
2281	Printing	3,015	3,200	3,500	3,500
2804	Costs Redistributed		750	750	750
	Subtotal	12,315	15,140	12,930	12,930
	Grand Total	\$286,199	\$308,700	\$350,840	\$333,640

Zoning Division Position Summary

Position Title	No. of Positions			Salaries		
	Dept.		Adopted Budget	Department		Adopted Budget
	Budget	Request		Budget	Request	
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Zoning Administrator	1	1	1	\$68,640	\$71,410	\$71,410
Sr.Code Enfor. Officer	1	1	1	49,800	48,770	48,770
Senior Planner	0.8	0.8	0.8	45,350	49,560	49,560
Administrative Secretary	1	1	1	34,740	41,560	41,560
Senior Clerk	1	1	1	33,020	34,360	34,360
TOTAL	4.8	4.8	4.8	\$231,550	\$245,660	\$245,660

Building Safety Division*Community Development
General Fund/4104*

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$380,712	\$384,180	\$448,670	\$448,670
1003	Salaries, Part Time			45,000	\$23,760
1006	Salaries, Overtime	3,356	1,290	5,000	5,000
1038	Sick Leave Payoff	6,312	6,310	6,310	6,310
1040	Vacation Payoff	6,756	6,760	6,760	6,760
1101	Retirement	29,337	29,750	31,410	
1103	P.A.R.S. Retirement			1,690	890
1201	Workers' Compensation	15,060	1,300	2,670	2,670
1300	Employee Group Insurance	31,152	31,160	36,080	36,080
1318	Medicare Insurance	4,122	4,140	4,990	4,690
	Subtotal	476,806	464,890	588,580	534,830
Maintenance and Operations					
2011	Training, Travel and Dues	2,152	2,420	2,820	2,380
2051	Gas and Lubrications	2,719	2,690	2,520	2,520
2101	Materials and Supplies	4,122	5,300	8,050	8,050
2150	Rents and Leases	9,840	9,800	8,400	8,400
2170	General Insurance	5,424	5,560	4,870	4,870
2201	Repairs and Maint. Auto.		500	1,000	1,000
2222	Repairs and Maint. Other	714	950	300	300
2281	Printing	1,065	3,300	3,800	3,800
2401	Contractual Services			32,000	32,000
2804	Costs Redistributed		750	750	750
	Subtotal	26,035	31,270	64,510	64,070
	Grand Total	\$502,842	\$496,160	\$653,090	\$598,900

Building Safety Position Summary

Position Title	No. of Positions			Salaries		
	Dept.	Adopted	Budget	Department	Adopted	Budget
	Budget	Request		Request	Budget	
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Building Officials	1	1	1	\$79,220	\$82,410	\$82,410
Sr. Plan Checker	1	1	1	64,860	64,860	64,860
Building Inspectors	2	3	3	99,600	154,230	154,230
Sr. Building Inspector	1	1	1	54,760	56,960	56,960
Administrative Clerk	1	1	1	35,390	36,800	36,800
Senior Clerks	1.6	0.8	0.8	50,350	26,060	26,060
Typist Clerks		1	1		27,350	27,350
TOTAL	7.6	8.8	8.8	\$384,180	\$448,670	\$448,670

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

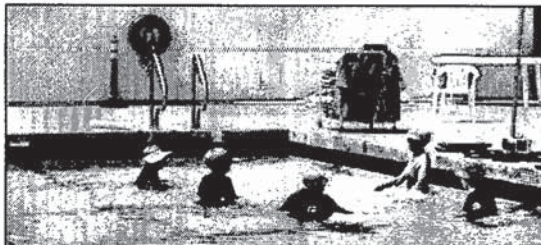
Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$348,143	\$342,540	\$358,010	\$358,010
1003	Salaries, Part Time	38,646	3,600	3,600	3,600
1006	Salaries, Overtime	4,669	5,530	4,520	4,520
1038	Sick Leave Payoff	5,016	5,010	5,010	5,010
1040	Vacation Payoff	3,624	3,620	3,620	3,620
1101	Retirement	26,824	26,520	25,070	
1103	P.A.R.S. Retirement	1,450	140	140	140
1201	Workers' Compensation	15,048	1,300	2,660	2,660
1300	Employee Group Insurance	22,140	23,780	23,780	23,780
1318	Medicare Insurance	4,704	4,150	4,330	4,330
	Subtotal	470,264	416,190	430,740	405,670
Maintenance and Operations					
2011	Training, Travel and Dues	1,939	2,250	2,230	2,230
2101	Materials and Supplies	7,151	6,900	6,600	6,600
2170	General Insurance	5,412	5,560	4,870	4,870
2222	Repairs and Maint. Other	4,733	4,570	6,000	6,000
2281	Printing	2,959	5,500	6,500	6,500
2401	Contractual Services	1,600	6,400	8,150	8,150
2804	Costs Redistributed		750	750	750
	Subtotal	23,794	31,930	35,100	35,100
	Grand Total	\$494,058	\$448,120	\$465,840	\$440,770

Planning Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept.	Adopted		Department	Adopted	
	Budget 1998-99	Request 1999-00	Budget 1999-00	Budget 1998-99	Request 1999-00	Budget 1999-00
Asst. Director Comm. Dev.	1	1	1	\$79,220	\$82,410	\$82,410
Principal Planners	1.8	1.8	1.8	116,750	121,460	121,460
Senior Planner	1	1	1	59,540	61,940	61,940
Associate Planner	1	1	1	54,760	56,960	56,960
Planning Technician	1	1	1	32,270	35,240	35,240
TOTAL	5.8	5.8	5.8	\$342,540	\$358,010	\$358,010

Community Services

Fiscal Year
1999-00



Community Services Department

The Community Services Department is organized into four Divisions: Recreation and Social Services, Swimming Pool, Arts Commission, and Community Assistance. There are 6.75 authorized full-time positions, approximately 75 seasonal and part-time positions, and more than 100 contracted instructors. A description of services provided by each division is as follows:

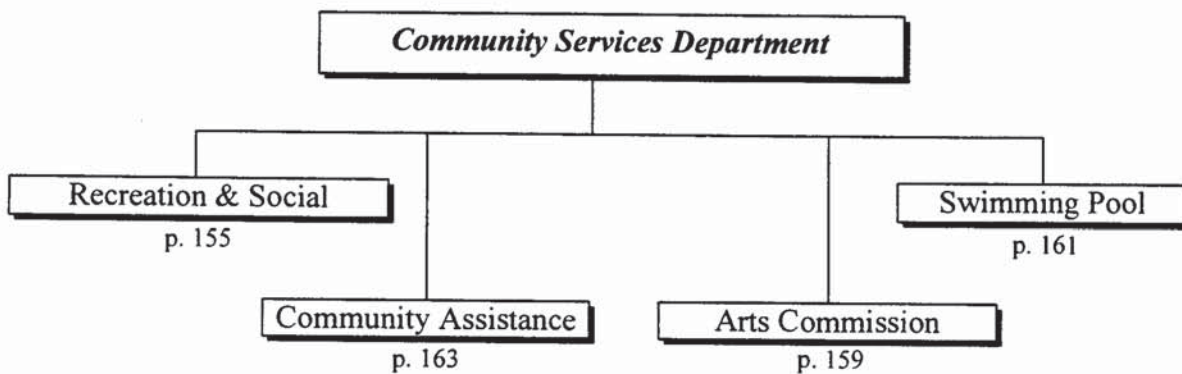
Recreation and Social Services - The Recreation and Social Services Division consists of 4.75 full-time and approximately 50 seasonal employees. It provides a variety of recreation and cultural activities, and supplements the social services and senior citizen needs in the community. The Division is responsible for a variety of activities: sports programs for both youth and adults; parenting and tiny tot classes; various dance and exercise activities. Senior programs are offered at little or no charge. A quarterly brochure of activities is mailed to all Laguna Beach residents. In addition, the Division manages the City Hall Recreation Building, Lang Park Community Center, and the Veteran's Memorial Community Center (Senior Center), the Cold Weather Shelter, and non-metered parking lot programs. Class fees, sports programs, permit charges, program advertising, rents, leases, and special program reimbursements generate about 72% of the Division's budget, excluding the cost of operating the parking lots.

Swimming Pool - This Division has one full-time Pool Manager and approximately 25 seasonal personnel. The Division is responsible for managing the aquatics facility shared with the Laguna Beach Unified School District. Apart from maintaining the pool and related equipment, a variety of special programs are offered through the Recreation Division: beginning through advanced Red Cross swim lessons, lap swimming, aquatic exercises, youth swim teams, water safety certification, etc. The cost to operate the pool is approximately \$192,000 per year, \$30,000 of which is reimbursed by the School District for shared operating expenses. The various swim programs and facility rentals generate an additional \$124,000. Currently, operating costs exceed revenues by approximately \$38,000 per year.

Arts Commission - The Arts Commission consists of seven appointed community members. The Commission makes recommendations to the City Council about Art in Public Places projects and runs annual events which include Music in the Park, holiday palettes, banners and artist designed benches. The Commission also prepares the City's Community Arts Calendar. A full-time Arts Coordinator serves as liaison to the Commission and the City's arts organizations and galleries.

Community Assistance - The Community Assistance Grant Program provides funds to help support local community organizations that represent the arts and social services. The proposed allocation for fiscal year 1999-00 is \$143,000. This amount represents 25% of the lease payment anticipated from the Festival of Arts. The City Council has appointed two Council members to recommend the allocation of this money; hence, there is no staff recommendation in the preliminary budget.

The chart below shows the budget structure of the Community Services Department. The numbers below each activity indicate the pages that follow in which a more detailed budget can be found:



Community Services Department
Budget Summary

***All
Divisions***

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Recreation/Social Serv.	\$378,500	\$430,870	30,500	\$50,900	\$0	\$890,770
Art Commission	44,860	2,570	0	33,500	0	\$80,930
Pool	105,750	98,260	22,550	0	0	\$226,560
Community Assistance	0	143,000	0	0	0	\$143,000
Department Total	\$529,110	\$674,700	\$53,050	\$84,400	\$0	\$1,341,260

Community Services Department Budget Detail

*All
Divisions*

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$260,337	\$286,580	\$301,830	\$330,700
1003	Salaries, Part Time	152,363	164,110	187,910	165,600
1006	Salaries, Overtime	2,773		1,500	1,500
1009	Salaries, Redistributed	(16,110)	(16,140)	(17,300)	(17,300)
1038	Sick Leave Payoff	4,296	4,300	4,300	4,300
1040	Vacation Payoff	1,656	1,650	1,650	1,650
1101	Retirement	20,021	22,220	21,130	
1103	P.A.R.S. Retirement	6,107	6,160	7,050	6,220
1201	Workers' Compensation	1,200	1,160	3,040	3,040
1300	Employee Group Insurance	19,476	23,580	23,580	27,680
1318	Medicare Insurance	4,480	5,100	5,620	5,720
	Subtotal	456,599	498,720	540,310	529,110
Maintenance and Operations					
2001	Uniforms and Laundry	3,287	3,100	3,100	3,100
2011	Training, Travel and Dues	4,846	7,160	7,620	7,520
2021	Natural Gas	23,059	21,860	22,820	22,820
2024	Electricity	21,717	22,600	22,440	22,440
2027	Water	5,901	3,740	5,290	5,290
2031	Telephone	3,660	3,030	3,360	3,360
2101	Materials and Supplies	35,961	36,700	36,510	36,510
2150	Rents and Leases	16,645	17,500	18,200	18,200
2170	General Insurance	7,056	7,240	6,880	6,880
2222	Repairs and Maint. Other	24,503	11,600	12,050	12,050
2281	Printing	19,750	21,120	27,890	27,890
2401	Contractual Services	343,276	266,920	356,990	356,990
2432	Postage	7,570	7,570	8,650	8,650
	Community Assistance	75,000	125,000	143,000	143,000
	Subtotal	592,231	555,140	674,800	674,700
Capital Outlay					
5408	Office Furniture & Equipment	7,679	4,200	30,500	30,500
5622	Other Equipment		8,000	38,550	22,550
	Subtotal	7,679	12,200	69,050	53,050

Community Services Department
Budget Detail (Con't)

***All
Divisions***

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
<u>Special Programs</u>					
8999	Special Programs	53,546	68,500	89,400	84,400
	Subtotal	53,546	68,500	89,400	84,400
<u>Capital Improvements</u>					
	Capital Improvement Projects	11,413	0		
	Subtotal	11,413	0	0	0
	Grand Total	\$1,121,468	\$1,134,560	\$1,373,560	\$1,341,260

Community Services Department
Position Summary

***All
Divisions***

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept.	Adopted		Department	Adopted	
	Budget	Request		Budget	Request	
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Dir Rec. & Soc. Services	1	1	1	\$89,500	\$93,100	\$93,100
Recreation Supervisors	2	2	2	99,600	103,640	103,640
Sr. Services Coordinator	0.75	0.75	0.75	33,120	34,450	34,450
Administrative Secretary	1	1	1	31,190	34,040	34,040
Arts Coordinator	1	1	1	33,170	36,600	36,600
Pool Manager			1			28,870
TOTAL	5.75	5.75	6.75	\$286,580	\$301,830	\$330,700

Recreation/Social Services Division

Community Services
General Fund/5101

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$246,340	\$253,410	\$265,230	\$265,230
1003	Salaries, Part Time	73,395	85,640	96,580	95,080
1006	Salaries, Overtime	1,153			
1009	Salaries, Redistributed	(16,110)	(16,140)	(17,300)	(17,300)
1038	Sick Leave Payoff	4,296	4,300	4,300	4,300
1040	Vacation Payoff	1,656	1,650	1,650	1,650
1101	Retirement	18,937	19,620	18,570	
1103	P.A.R.S. Retirement	3,085	3,210	3,620	3,570
1201	Workers' Compensation	1,020	960	2,770	2,770
1300	Employee Group Insurance	19,476	19,480	19,480	19,480
1318	Medicare Insurance	3,112	3,470	3,740	3,720
Subtotal		356,361	375,600	398,640	378,500
Maintenance and Operations					
2001	Uniforms and Laundry	1,380	1,400	1,400	1,400
2011	Training, Travel and Dues	4,078	5,160	5,220	5,220
2021	Natural Gas	1,812	2,160	2,020	2,020
2024	Electricity	4,702	4,840	4,680	4,680
2027	Water	2,111	780	1,490	1,490
2031	Telephone	2,655	2,210	2,340	2,340
2101	Materials and Supplies	21,028	23,050	21,760	21,760
2150	Rents and Leases	16,645	17,500	18,200	18,200
2170	General Insurance	5,928	5,980	5,080	5,080
2222	Repairs and Maint. Other	6,046	5,600	6,050	6,050
2281	Printing	19,543	20,520	26,990	26,990
2401	Contractual Services	308,833	236,920	326,990	326,990
2432	Postage	7,570	7,570	8,650	8,650
Subtotal		402,331	333,690	430,870	430,870
Capital Outlay					
5408	(R) Recreation Software	(Prior Years' Capital Outlay shown in Total Only)		28,000	28,000
5408	(A) Personal Computer			2,500	2,500
Subtotal		7,679	0	30,500	30,500

Recreation/Social Services Division (Cont.)**Community Services
General Fund/5101**

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Special Programs					
8017	Cold Weather Shelter ¹	13,742	20,000	15,000	15,000
8021	Housing Assistance ²	14,400	14,400	14,400	14,400
8092	Festival Parking Program	11,166	21,500	21,500	21,500
	Subtotal	39,308	55,900	50,900	50,900
Capital Improvements					
	Capital Improvement Projects	11,413	0		
	Subtotal	11,413	0	0	0
	Grand Total	\$817,092	\$765,190	\$910,910	\$890,770

¹ Funded from the Community Development Block Grant Fund .

² Funded from Housing in Lieu Fund.

Recreation/Social Services Division Position Summary

Position Title	No. of Positions			Salaries		
	Budget	Dept.	Adopted	Budget	Department	Adopted
	1998-99	Request	Budget	1998-99	Request	Budget
		1999-00	1999-00		1999-00	1999-00
Dir. Rec. & Soc. Services	1	1	1	\$89,500	\$93,100	\$93,100
Recreation Supervisors	2	2	2	99,600	103,640	103,640
Sr. Services Coordinator	0.75	0.75	0.75	33,120	34,450	34,450
Administrative Secretary	1	1	1	31,190	34,040	34,040
TOTAL	4.75	4.75	4.75	\$253,410	\$265,230	\$265,230

Arts Commission Division

Community Services
General Fund/5151

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$13,997	\$33,170	\$36,600	\$36,600
1003	Salaries, Part Time	3,140	3,360	3,360	3,360
1101	Retirement	1,084	2,600	2,560	
1103	P.A.R.S. Retirement	118	130	130	130
1201	Workers' Compensation			90	90
1300	Employee Group Insurance		4,100	4,100	4,100
1318	Medicare Insurance	262	540	580	580
	Subtotal	18,601	43,900	47,420	44,860
Maintenance and Operations					
2011	Training, Travel and Dues	361	500	700	600
2101	Materials and Supplies	484	500	700	700
2170	General Insurance			570	570
2281	Printing	55	400	700	700
	Subtotal	900	1,400	2,670	2,570
Capital Outlay					
5408	Office Furniture and Equipment				
	Subtotal	4,810	4,200	0	0
Special Programs					
8004	Arts Commission Program	14,238	12,600	18,500	13,500
8023	Passport To Laguna			20,000	20,000
	Subtotal	14,238	12,600	38,500	33,500
	Grand Total	\$33,739	\$62,100	\$88,590	\$80,930

(Prior Years' Capital Outlay
shown in Total Only)

Arts Commision Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Budget	Dept.	Adopted	Budget	Department	Adopted
	1998-99	Request	Budget	1998-99	Request	Budget
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Arts Coordinator	1	1	1	\$33,170	\$36,600	\$36,600
TOTAL	1	1	1	\$33,170	\$36,600	\$36,600

Swimming Pool Division

Community Services General Fund/2602

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time				\$28,870
1003	Salaries, Part Time	\$75,828	\$75,110	\$87,970	67,160
1006	Salaries, Overtime	1,620		1,500	1,500
1103	P.A.R.S. Retirement	2,904	2,820	3,300	2,520
1201	Workers' Compensation	180	200	180	180
1300	Employee Group Insurance				4,100
1318	Medicare Insurance	1,106	1,090	1,300	1,420
	Subtotal	81,638	79,220	94,250	105,750
Maintenance and Operations					
2001	Uniforms and Laundry	1,907	1,700	1,700	1,700
2011	Training, Travel and Dues	407	1,500	1,700	1,700
2021	Natural Gas	21,247	19,700	20,800	20,800
2024	Electricity	17,015	17,760	17,760	17,760
2027	Water	3,790	2,960	3,800	3,800
2031	Telephone	1,005	820	1,020	1,020
2101	Materials and Supplies	14,449	13,150	14,050	14,050
2170	General Insurance	1,128	1,260	1,230	1,230
2222	Repairs and Maint. Other	18,457	6,000	6,000	6,000
2281	Printing	152	200	200	200
2401	Contractual Services	34,443	30,000	30,000	30,000
	Subtotal	114,000	95,050	98,260	98,260
Capital Outlay					
5622	(A) Circulation Pump Motor	-	-	1,200	1,200
5622	(R) Nine Lane Lines			3,800	3,800
5622	(R) Pool Heater			11,550	11,550
5622	(R) Circul. Pump (Impeller)			6,000	6,000
5622	(R) 128 Lockers	-	-	16,000	
	Subtotal	0	8,000	38,550	22,550
	Grand Total	\$195,638	\$182,270	\$231,060	\$226,560

<i>Pool Division Position Summary</i>
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<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Budget	Dept.	Adopted	Budget	Department	Adopted
	1998-99	Request	Budget	1998-99	Request	Budget
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Pool Manager			1			\$28,870
TOTAL	0	0	1	\$0	\$0	\$28,870

Community Assistance

Community Services General Fund/5201

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Agency Request 1999-00	Adopted Budget 1999-00
2900	CONTINGENCY	\$3,955			\$70
2901	LAGUNA ART MUSEUM		\$15,000	\$15,000	6,000
2904	COMMUNITY ART PROJECT		1,000		
2905	LAGUNA BEACH RESOURCE CENTER		1,000	4,200	4,200
2906	ART INSTITUTE	4,500	5,000	17,500	6,000
2907	BLUEBELL CAT FOUNDATION			5,000	500
2908	FRIENDS OF THE LB LIBRARY			5,000	2,000
2909	LAGUNA POETS	500	500		
2910	STOP-GAP			4,750	1,000
2911	HORTENSE MILLER GARDENS	500	10,000	1,000	1,000
2912	NO SQUARE THEATER			10,000	5,500
2915	CHAMBER OF COMMERCE	5,000	5,000	25,000	10,000
2916	LAGUNA CLUB FOR KIDS	3,344	4,000	15,000	5,000
2917	COMMUNITY CLINIC	10,000	20,000	55,460	10,000
2920	FRIENDS OF SEA LIONS	4,344	4,000		
2922	BOYS & GIRLS CLUB	3,344	6,000	50,000	18,500
2923	CSP YOUTH SHELTER	5,343	5,000	7,000	5,000
2924	LAGUNA BEACH SENIORS	7,500	7,500	10,000	7,500
2929	LAGUNA PLAYHOUSE	5,000	5,000	25,050	7,500
2931	SALLY'S FUND	2,688	3,000	10,000	5,000
2938	FRIENDSHIP SHELTER	1,688	2,000	2,000	2,000
2940	CROSS CULTURAL TASK FORCE	843	1,000	4,000	10,730
2942	SCHOOLPOWER	1,343	2,500	7,500	3,000
2943	AIDS SERVICES/HIV COMMITTEE	10,000	20,000		20,000
2948	PATRIOTS' DAY PARADE	844	1,500	3,000	2,000
2949	LAGUNA OUTREACH ART (LOCA)	2,000	2,000	10,000	3,000
2952	RUFF	421	500	500	500
2955	BRANDY'S FRIENDS	1,843	2,500	10,000	7,000
2958	SOUTH COAST MEDICAL CENTER		1,000		
Grand Total		\$75,000	\$125,000	\$296,960	\$143,000

Marine Safety

Fiscal Year
1999-00



Marine Safety Department

The Marine Safety Department is responsible for 4.7 miles of City coastline and 14 square miles of ocean. Marine Safety has three full-time positions along with approximately 100 seasonal and recurrent positions. Lifeguard services are provided 24 hours a day, 365 days a year. Marine Safety's primary duties are ocean rescue, emergency medical treatment, prevention, enforcement and public assistance. The Department also provides technical rescue response in scuba search and recovery, cliff rescue, flood "swift water" response and backcountry extrication. During an average year, Marine Safety personnel rescue 1,500 beach-goers and give medical attention to another 2,500 people. (Lifeguards also enforce 30,000 beach and marine municipal ordinances, and issue 45,000 safety warnings annually). The Marine Safety Department is organized into four divisions: Field Operations (summer), Junior Lifeguards, Field Operations (off-season) and Contractual Services.

Field Operations (summer) – Summer deployment consists of 43 positions per day providing lifeguard coverage to the City, Emerald Bay and Irvine Cove beaches. Summer operations are structured into four divisions. *Division One* covers Irvine Cove to Rockpile beach and is serviced by ten lifeguard towers and a mobile unit with two supervisors. *Division Two* covers Main Beach and is serviced by 12 lifeguard positions and three supervisors. *Division Three* covers Sleepy Hollow beach to Treasure Island and is serviced by 11 lifeguard towers and a mobile unit with two supervisors. *Division Four* consists of dispatching, administrative, training and maintenance services.

Junior Lifeguards – The junior lifeguard program is designed to instruct the youth of Laguna Beach and surrounding areas in ocean awareness and safety, self rescue skills, marine ecology, basic first aid and responsible enjoyment of our coastal resources. Each year approximately 300 youths between the ages of 8 and 15 participate in the program. A junior lifeguard coordinator, two lead instructors, four assistant instructors and three youth aides supervise the youths. The Community Services Department handles advertising and registration for the program.

Field Operations (off-season) – Off-season deployment is initiated from September 7 to June 19. Operations during the off-season consist of three full-time lifeguards and 20 seasonal and recurrent staff. Several deployment schedules (skeleton coverage and reduced coverage) are utilized to address varied seasonal and weekend demands. Winter operations are structured into four areas. *Field Operations* include patrol duties, marine ecological patrol, scheduled coverage, emergency incident response and night time response. *Administrative Duties* include all department management responsibilities. *Training* involves strict training standards that must be adhered to for full-

time staff, winter recurrent personnel, seasonal employees, new recruits and technical rescue teams. Ninety percent of the Department's training takes place during off-season operations. Maintenance Operations require the servicing and upkeep of 27 lifeguard towers and phone lines, three mobile units, Marine Safety headquarters and Main Beach tower. Ninety five percent of the Department's maintenance takes place during off-season operations.

Contractual Services - The Marine Safety Department contracts lifeguard services to Emerald Bay and Irvine Cove communities during summer, fall and spring. Marine Safety services are also contracted out for commercial film shoots along our coastline.

Marine Safety Department **Budget Detail**

**All
Divisions**

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$151,013	\$161,670	\$172,310	\$172,310
1003	Salaries, Part Time	388,043	489,840	500,050	500,050
1006	Salaries, Overtime	25,272	17,000	17,000	17,000
1038	Sick Leave Payoff	1,896	1,900	1,900	1,900
1040	Vacation Payoff	1,908	1,910	1,910	1,910
1053	Holiday Allowance	148			
1101	Retirement	29,916	32,170	20,830	20,830
1103	P.A.R.S. Retirement	15,312	18,370	18,750	18,750
1201	Workers' Compensation	29,928	33,620	29,300	29,300
1300	Employee Group Insurance	12,300	12,300	12,300	12,300
1318	Medicare Insurance	8,229	9,710	10,000	10,000
	Subtotal	663,965	778,490	784,350	784,350
Maintenance and Operations					
2001	Uniforms and Laundry	7,827	9,320	9,320	9,320
2011	Training, Travel and Dues	2,929	3,290	3,290	3,290
2021	Natural Gas	549	420	490	490
2031	Telephone	6,339	7,930	6,480	6,480
2051	Gas and Lubrications	3,309	1,990	1,640	1,640
2101	Materials and Supplies	18,630	22,500	24,980	24,980
2150	Rents and Leases	10,026	17,490	17,720	17,720
2170	General Insurance	9,756	10,950	10,510	10,510
2201	Repairs and Maint. Auto.	2,550	2,500	2,500	2,500
2222	Repairs and Maint. Other	4,986	6,090	6,690	6,690
2281	Printing	387	600	600	600
2401	Contractual Services	11,144	16,130	16,130	16,130
	Subtotal	78,432	99,210	100,350	100,350
Capital Outlay					
5203	Main Beach Tower Repairs	-	-	36,650	
5408	(A) Printer, Scanner, Copier	-	-	2,780	1,000
5408	(R) TV and VCR	-	-	810	810
5510	Jeep w/Lifeguard Conversion	-	-	29,880	
5622	(A) Three Mobile Radios	-	-	28,530	28,530
5622	(A) Storage Cabinets	(Prior Years' Capital Outlay shown in Total Only)		6,000	6,000
5622	(R) Four Rescue Boards	-	-	3,600	3,600
5622	(A) Air Conditioning Unit	-	-	1,900	
5622	(A) Three Generators	-	-	10,500	

Marine Safety Department
Budget Detail (Con't)

***All
Divisions***

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
5622	(A) Five Defibrillators			20,000	
5622	(R) Scuba Rescue Equipment			1,480	1,480
5622	(R) Cliff Rescue Equipment			1,100	1,100
	Subtotal	19,253	30,420	143,230	42,520
<u>Special Programs</u>					
8335	County Wide 800 MHZ Network				45,700
	Subtotal	0	0	0	45,700
<u>Capital Improvements</u>					
9840	Lifeguard Headquarters	8,794			
	Subtotal	8,794	0	0	0
	Grand Total	\$770,444	\$908,120	\$1,027,930	\$972,920

Marine Safety Department
Position Summary

***All
Divisions***

Position Title	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept.	Adopted	Budget	Department	Adopted	Budget
	Budget	Request		Request	Budget	
	1998-99	1999-00	1999-00	1998-99	1999-00	1999-00
Marine Safety Chief	1	1	1	\$68,640	\$71,410	\$71,410
Marine Safety Lieutenant	1	1	1	52,130	54,230	54,230
Marine Safety Officer	1	1	1	40,660	46,430	46,430
Uniform Allowance				240	240	240
TOTAL	3	3	3	\$161,670	\$172,310	\$172,310

Internal Service Funds

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

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

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

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

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

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1040	Vacation Payoff	\$253,843	\$146,410	\$146,410	\$146,410
1041	Sick Leave Payoff	193,303	143,100	143,100	143,100
1042	Comp Time Payoffs	9,952			
1201	Workers' Comp. Insurance	566,923	698,340	694,270	694,270
1303	Health Insurance	766,785	817,170	872,500	872,500
1306	Dental Insurance	140,427	140,250	140,800	140,800
1309	Life Insurance	10,465	11,000	11,000	11,000
1313	Long Term Disability Ins.	50,136	49,000	49,000	49,000
1316	Unemployment Insurance	21,886	29,000	29,000	29,000
1318	Medicare Insurance	1,480	2,000	2,000	2,000
Subtotal		2,015,200	2,036,270	2,088,080	2,088,080
Maintenance and Operations					
2170	General Insurance	1,801,680	881,400	1,257,550	1,257,550
Subtotal		1,801,680	881,400	1,257,550	1,257,550
Grand Total		\$3,816,880	\$2,917,670	\$3,345,630	\$3,345,630

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

Description	Division	Department Request 1999-00	Adopted Budget 1999-00
<u>Police:</u>			
Motorcycle	2102	\$9,690	\$9,690
Full Size Pick-up Trucks (2)	2201	43,800	43,800
Animal Cargo Storage Containers (2)	2201	29,980	29,980
Marked Parking Enforc. Vehicle	2301	21,400	21,400
	Subtotal	104,870	104,870
<u>Municipal Services:</u>			
Ford F350 Pick-up Truck	3104	29,000	29,000
Three Ton Asphalt Roller	3106	41,000	41,000
Ford F350 Flatbed Work Truck	3106	35,000	35,000
Ford F350 Flatbed Stateside Work Truck	3302	32,500	32,500
	Subtotal	137,500	137,500
GRAND TOTAL		\$242,370	\$242,370

Section IV

CAPITAL IMPROVEMENT PROGRAM

Introduction

The City's Capital Improvement Program includes major projects undertaken for the purpose of replacing or constructing new portions of the City's physical infrastructure system including, for example, its streets, sewers, building, parks, street lights, and storm drains.

The following schedules are included on the pages that follow:

1. **"Capital Improvement Project Summary"** (page 181). This schedule provides a summary of all capital improvement projects budgeted for Fiscal Year 1999-2000.
2. **"Capital Project Descriptions"** (pages 183-187). This schedule provides a more detailed description of each of the projects budgeted for Fiscal Year 1999-2000.
3. **"Ten Year Capital Improvement Plan"** (pages 189-203). This schedule provides a ten year schedule through Fiscal Year 2008-2009 for all capital projects proposed at this time. A one page funding summary for the entire the year plan is shown on page 191.

Fiscal Year 1999/00
CAPITAL IMPROVEMENT PROJECT SUMMARY

(See following Pages for Description of Each Project)

CAPITAL IMPROVEMENT FUND:

1.	North Main Beach Restroom Replacement	\$150,000	
2.	Heisler Park Shuffleboard Conversion Design	10,000	
3.	Forest Lane Landscape Improvements	15,000	
4.	Animal Shelter Roof Replacement	10,000	
5.	Bluebird Emergency Access Road Design	100,000	
6.	Circle Way Stairs Repair	75,000	
7.	31921 Coast Highway Storm Drain Construction	230,000	
8.	Festival of the Arts Storm Drain Construction	300,000	
9.	Buena Vista/Coast View Storm Drain Construction	25,000	
10.	Glenneyre Street Storm Drain Construction	50,000	
11.	Mystic Hills Storm Drain Design	100,000	
12.	Canyon Acres Storm Drain Construction	400,000	
13.	Virginia Park Drive Storm Drain Construction	200,000	
14.	Mystic Way Storm Drain Replacement	150,000	
15.	Cliff Drive (361) Catch Basin Construction	15,000	
16.	Alta Vista Way Storm Drain Replacement	40,000	
17.	Riddle Field Storm Drain Inlet Repair	50,000	
18.	Library/Third Street Alley Repaving	70,000	
	Subtotal		\$1,990,000

SEWER FUND:

19.	AWMA Pump Stations Wetwell Repair	70,000	
20.	Main Beach Nuisance Water Abatement	25,000	
21.	Crescent Bay Nuisance Water Abatement	20,000	
22.	Upper Rimrock Main Replacement	80,000	
23.	Citywide GIS Data Base Preparation	100,000	
24.	Dyer/Wyckoff Main Replacement	200,000	
25.	Fisherman's Cove/Shaw's Cove Generator Installation	300,000	
26.	Cliff Drive to City Yard Siphon Lining	400,000	
27.	Summit Drive Main Lining	55,000	
28.	Emerald Bay Siphon Reconstruction	220,000	
29.	Hill Street to High Drive Alley Sewer Replacement	70,000	
30.	Summit Drive & Capistrano Avenue Main Replacement	30,000	
31.	Citywide Main Lining	1,000,000	
32.	Cress Street Siphon Replacement	60,000	
33.	AWMA Capital Improvements	185,000	
	Subtotal		\$2,815,000

STREET LIGHTING FUND:

34.	Cliff Drive Stairs Lighting	10,000	
35.	Forest Lane & Ocean Avenue Parking Lot Lighting	50,000	
	Subtotal		\$60,000

TOTAL OF ALL PROJECTS FOR 1999/00

\$4,865,000

Fiscal Year 1999/00
CAPITAL PROJECT DESCRIPTIONS

CAPITAL IMPROVEMENT FUND

1. NORTH MAIN BEACH RESTROOM REPLACEMENT: (\$150,000)

The North Main Beach restrooms are in need of renovation. The existing facility is proposed to be demolished and replaced with a larger building with all new interior and exterior furnishings and will comply with ADA requirements.

2. HEISLER PARK SHUFFLEBOARD CONVERSIGN DESIGN: (\$10,000)

These funds will allow for the redesign of the shuffleboard court area. Funds to complete the work will be budgeted next year.

3. FOREST LANE LANDSCAPE IMPROVEMENTS: (\$15,000)

These funds will allow for installation of landscape improvements along Forest Lane. Lighting improvements to be done concurrently with the landscape improvements are included in the Street Lighting Fund.

4. ANIMAL SHELTER ROOF REPLACEMENT: (\$10,000)

The animal shelter roof leaks and needs to be replaced.

5. BLUEBIRD EMERGENCY ACCESS ROAD DESIGN: (\$100,000)

These funds will provide for retention of an engineering consultant to prepare plans and specifications for the emergency access road.

6. CIRCLE WAY STAIRS REPAIR: (\$75,000)

The Circle Way stairs are in need of repair. This project will provide for replacement of the stairs concurrently with construction of a new storm drain along the stairway path. The storm drain project will replace the existing pipe to North Coast Highway tying into the recently completed Ledroit/San Joaquin storm drain. Funds need to be budgeted for the stair replacement.

7. 31921 COAST HIGHWAY STORM DRAIN CONSTRUCTION: (\$230,000)

The existing storm drain that traverses 31921 Coast Highway will be enlarged from a 12 inch pipe to an 18 inch pipe to double the capacity, and to accept additional flows from catch basins recently constructed by Caltrans on Highway.

8. FESTIVAL OF THE ARTS STORM DRAIN CONSTRUCTION: (\$300,000)

The existing storm drain which runs from the back of the Festival of the Arts site to Laguna Canyon Channel has half of the capacity needed to convey 100-year flows. This project will provide the funds to design and construct an enlarged inlet and pipe to double the capacity of the system.

9. BUENA VISTA/COASTVIEW STORM DRAIN CONSTRUCTION: (\$25,000)

The existing storm drain between Coastview and Buena Vista operates poorly because of restrictions at the inlet and pipe restrictions at some points. This project will upgrade the inlet and will replace portions of the storm drain.

10. GLENNEYRE STREET STORM DRAIN CONSTRUCTION: (\$50,000)

Flooding has occurred in the 2100 block of Glenneyre. This project will direct the surficial street drainage away from private properties.

11. MYSTIC HILLS STORM DRAIN DESIGN: (\$100,000)

A drainage study was funded in FY 1998/99 to identify specific public facility improvements for this area. These funds will provide for design of the recommended facilities. Construction funds will be proposed for next fiscal year.

12. CANYON ACRES STORM DRAIN CONSTRUCTION: (\$400,000)

The existing drainage system through Canyon Acres will not convey the 100 year storm. Heavy rain frequently floods Canyon Acres Drive and deposits mud and debris along Canyon Acres Drive. This project will provide a storm drain system adequate to convey the 100 year flow from the upper canyon.

13. VIRGINIA PARK DRIVE STORM DRAIN CONSTRUCTION: (\$200,000)

The construction of storm drain along Hilledge Drive and Blumont Street to Park Avenue is proposed to replace existing, deteriorated and inadequate storm drains that run through private properties.

14. MYSTIC WAY STORM DRAIN REPLACEMENT: (\$150,000)

The existing storm drain from Mystic Way to the canyon above Virginia Park Drive is in poor condition, and discharges onto the slopes above the canyon, causing erosion. This project will replace the aged storm drain and will extend it to the new storm drain to be constructed with the "Virginia Park Drive Storm Drain" project.

15. CLIFF DRIVE (361) CATCH BASIN CONSTRUCTION: (\$15,000)

This project will allow for the installation of a catch basin in the street next to the gazebo. In the past, surface street drainage has flowed over the curb eroding the bluff.

16. ALTA VISTA WAY STORM DRAIN REPLACEMENT: (\$40,000)

The existing storm drain at the bottom of Alta Vista Way is undersized. This project will replace that storm drain with a drain adequate to convey 100-year flows.

17. RIDDLE FIELD STORM DRAIN INLET REPAIR: (\$50,000)

There is an existing small inlet leading to the Boat Canyon storm drain located in the service road. Enlarging this inlet will significantly reduce the potential for future flooding of the ball field. This project will enlarge the inlet.

18. LIBRARY THIRD STREET ALLEY REPAVING: (\$70,000)

The alley between Forest Avenue and the Library is in poor condition. Sewer lines will be replaced in the alley as part of the FY 1998/99 Sewer Capital Improvement Program. This project will resurface the alley after the sewer line replacement project is completed.

SEWER FUND

19. AWMA PUMP STATIONS WETWELL REPAIR: (\$70,000)

The interior concrete walls of both AWMA pump stations are deteriorated from exposure to hydrogen sulfide gas produced by wastewater. The project will repair the damaged concrete and will provide a polyurethane coating to prevent further damage.

20. MAIN BEACH NUISANCE WATER ABATEMENT: (\$25,000)

This project will collect nuisance flows near the Lifeguard Headquarters during summer months and will divert those flows to the sewer system. Design of this project was completed during FY 1998/99.

21. CRESCENT BAY NUISANCE WATER ABATEMENT: (\$20,000)

This project will collect nuisance flows at the bottom of the Barranca Road access ramp during summer months and will divert those flows to the sewer system. Design of this project was completed last year.

22. UPPER RIMROCK MAIN REPLACEMENT: (\$80,000)

A section of sewer line running through an easement above Upper Rimrock Canyon Road is in poor condition and needs to be replaced.

23. GIS DATABASE PREPARATION: (\$100,000)

This project will provide for preparation of an inventory and digital mapping of the City's sewer system for incorporation into the City's GIS system.

24. DYER/WYKOFF MAIN REPLACEMENT: (\$200,000)

Sewer lines within Dyer Road and Wykoff Place are in poor condition and are in need of replacement. Repaving of Wykoff is being planned as part of the formation of an assessment district. This project will provide for replacement of the deteriorated sewer lines before the paving is completed.

25. FISHERMAN'S COVE/SHAW'S COVE GENERATOR INSTALLATION: (\$300,000)

Backup electric generators will be installed to prevent sewer spills during power outages. Design of these generators was initiated during FY 1998/99.

26. CLIFF DRIVE TO CITY YARD SIPHON LINING: (\$400,000)

The existing sewer siphon line which runs from Cliff Drive to the City yard is in poor condition and in need of lining. This line carries all flows north of Broadway.

27. SUMMIT DRIVE MAIN LINING: (\$55,000)

The portion of sewer main along Summit Drive, upstream of Bluebird Canyon Drive, is in need of lining. Design of this project was completed during FY 1998/99.

28. EMERALD BAY SIPHON REPLACEMENT: (\$220,000)

The existing Emerald Bay sewer siphon along North Coast Highway is badly deteriorated and is in need of replacement. This project was designed during FY 1998/99 and must be completed before paving of North Coast Highway during FY 1999/00.

29. HILL STREET TO HIGH DRIVE ALLEY SEWER REPLACEMENT: (\$70,000)

A 100 foot long section of sewer line that runs through an easement from Hill Street to the alley between Hill Street to the alley between Hill Street and High Drive is the only line in the North Laguna/High Drive area that has not been replaced. The line is six inches in diameter, while all other lines in that area are eight inches in diameter. The project will replace this line by trenchless, a pipe bursting technique, to avoid damage to existing private improvements.

30. SUMMIT DRIVE & CAPISTRANO AVENUE MAIN REPLACEMENT: (\$30,000)

The existing sewer line from Summit Drive to Capistrano Avenue is in poor condition and is in need of replacement.

31. CITY WIDE MAIN LINING: (\$1,000,000)

An inventory has been developed of sewer lines within the City that are in need of lining to eliminate possible leakage and root intrusion. The ten year Capital Improvement Program includes \$1,000,000 this year, and \$100,000 per year thereafter for the next ten years, for these lining projects. The current project will line the highest priority lines.

32. CRESS STREET SIPHON REPLACEMENT: (\$60,000)

The existing sewer siphon from Cress Street, through Bluebird Park, operates poorly because of the siphon condition. A gravity line will be installed to eliminate the siphon condition.

33. AWMA CAPITAL IMPROVEMENTS: (\$185,000)

Funds to be paid to AWMA for improvements to AWMA facilities as described in the AWMA Capital Improvement Plan.

STREET LIGHTING FUND

34. CLIFF DRIVE STAIRS LIGHTING: (\$10,000)

This project will install lighting along the stairs from Lower Cliff Drive to Broadway Place.

35. OCEAN AVENUE PARKING LOT AND FOREST LANE LIGHTING: (\$50,000)

This project will install decorative lighting in the Ocean Avenue parking lots and along Forest Lane. A landscape improvement project is also included in the Capital Improvement Fund.

TOTAL OF ALL PROJECTS FOR FISCAL YEAR 1999/00: \$4,865,000

City of Laguna Beach

**TEN YEAR
CAPITAL IMPROVEMENT PLAN**

Fiscal Year 1999/00 through 2008/09

FUNDING SUMMARY
TEN YEAR CAPITAL IMPROVEMENT PLAN
Fiscal Year 1999/00 through Fiscal Year 2008/09
(\$000's)

	Year	Capital Improvement Fund	Sewer Fund	Street Lighting Fund	Gas Tax Fund	Total
1.	1999/00	\$1,990	\$2,815	\$60	\$0	\$4,865
2.	2000/01	\$1,880	\$2,515	\$0	\$1,300	\$5,695
3.	2001/02	\$1,610	\$1,290	\$50	\$600	\$3,550
4.	2002/03	\$1,500	\$1,335	\$30	\$600	\$3,465
5.	2003/04	\$1,515	\$1,455	\$0	\$675	\$3,645
6.	2004/05	\$1,505	\$2,045	\$20	\$650	\$4,220
7.	2005/06	\$1,475	\$1,175	\$40	\$750	\$3,440
8.	2006/07	\$1,635	\$1,150	\$0	\$750	\$3,535
9.	2007/08	\$1,540	\$2,865	\$0	\$800	\$5,205
10.	2008/09	<u>\$1,500</u>	<u>\$1,160</u>	<u>\$0</u>	<u>\$750</u>	<u>\$3,410</u>
TOTAL		<u><u>\$16,150</u></u>	<u><u>\$17,805</u></u>	<u><u>\$200</u></u>	<u><u>\$6,875</u></u>	<u><u>\$41,030</u></u>

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 1999/00 through Fiscal Year 2008/09

Fiscal Year 1999/00

Year One

CAPITAL IMPROVEMENT FUND

1.	North Main Beach Restroom Replacement	\$150,000
2.	Heisler Park Shuffleboard Conversion Design	10,000
3.	Forest Lane Landscape Improvements	15,000
4.	Animal Shelter Roof Replacement	10,000
5.	Bluebird Emergency Access Road Design	100,000
6.	Circle Way Stairs Repair	75,000
7.	31921 Coast Highway Storm Drain Construction	230,000
8.	Festival of the Arts Storm Drain Construction	300,000
9.	Buena Vista/Coast View Storm Drain Construction	25,000
10.	Glenneyre Street Storm Drain Construction	50,000
11.	Mystic Hills Storm Drain Design	100,000
12.	Canyon Acres Storm Drain Construction	400,000
13.	Virginia Park Drive Storm Drain Construction	200,000
14.	Mystic Way Storm Drain Replacement	150,000
15.	Cliff Drive (361) Catch Basin Construction	15,000
16.	Alta Vista Way Storm Drain Replacement	40,000
17.	Riddle Field Storm Drain Inlet Repair	50,000
18.	Library/Third Street Alley Repaving	70,000

Total Cost of 1999/00 Capital Improvement Fund Projects

\$1,990,000

SEWER FUND CAPITAL IMPROVEMENTS

19.	AWMA Pump Stations Wetwell Repair	70,000
20.	Main Beach Nuisance Water Abatement	25,000
21.	Crescent Bay Nuisance Water Abatement	20,000
22.	Upper Rimrock Main Replacement	80,000
23.	Citywide GIS Data Base Preparation	100,000
24.	Dyer/Wykoff Main Replacement	200,000
25.	Fisherman's Cove/Shaw's Cove Generator Installation	300,000
26.	Cliff Drive to City Yard Siphon Lining	400,000
27.	Summit Drive Main Lining	55,000
28.	Emerald Bay Siphon Reconstruction	220,000
29.	Hill Street to High Drive Alley Sewer Replacement	70,000
30.	Summit Drive & Capistrano Avenue Main Replacement	30,000
31.	Citywide Main Lining	1,000,000
32.	Cress Street Siphon Replacement	60,000
33.	AWMA Capital Improvements	185,000

Total Cost of 1999/00 Sewer Fund Capital Improvement Projects

2,815,000

¹ See Street Lighting Fund for associated projects.

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 1999/00 through Fiscal Year 2008/09

Fiscal Year 1999/00

Year One

STREET LIGHTING FUND

34.	Cliff Drive Stairs Lighting	10,000
35.	Forest Lane & Ocean Avenue Parking Lot Lighting	<u>50,000</u>

**Total Cost of 1999/00 Street Lighting Fund
Capital Improvement Projects**

60,000

TOTAL OF ALL PROJECTS FOR 1999/00

\$4,865,000

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 1999/00 through Fiscal Year 2008/09

Fiscal Year 2000/01

Year Two

CAPITAL IMPROVEMENT FUND

1.	Crescent Bay Restroom Replacement	\$150,000
2.	Heisler Park Picnic Beach Table Renovation	40,000
3.	Village Green Park Renovation	40,000
4.	Riddle Field Renovation	100,000
5.	Heisler Park Shuffleboard Court Conversion Construction	100,000
6.	Heisler Park Bluff Stabilization Design	25,000
7.	Bluebird Tot Lot Renovation	50,000
8.	Lifeguard Headquarters Repair	50,000
9.	Mystic Hills Storm Drain Construction	400,000
10.	Laguna Canyon Channel Construction	300,000
11.	Pinecrest Storm Drain Construction	150,000
12.	Temple Hills Storm Drain Replacement	75,000
13.	Bluebird Emergency Access Road Construction	400,000

Total Cost of 2000/01 Capital Improvement Fund Projects

\$1,880,000

SEWER FUND CAPITAL IMPROVEMENTS

14.	Citywide Television Inspection	200,000
15.	North Coast Interceptor Replacement (Study)	50,000
16.	Cleo Street Nuisance Water Abatement	15,000
17.	Cress Street Nuisance Water Abatement	15,000
18.	City Yard Trunk Relocation	450,000
19.	Laguna Canyon Road Pump Station Elimination	50,000
20.	Laguna Canyon Road Relocations for Laguna Cyn Channel	600,000
21.	Citywide Pump Station Rehabilitation	100,000
22.	Citywide Main Lining	500,000
23.	AWMA Capital Improvements	535,000

Total Cost of 2000/01 Sewer Fund Capital Improvement Projects

2,515,000

GAS TAX FUND CAPITAL IMPROVEMENTS

24.	North Laguna Hillcrest Area Resurfacing	600,000
25.	Alta Vista/Terry Road/Temple Hills Resurfacing	700,000

Total Cost of 2000/01 Gas Tax Fund Capital Improvement Projects

1,300,000

TOTAL OF ALL PROJECTS FOR 2000/01

\$5,695,000

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 1999/00 through Fiscal Year 2008/09

Fiscal Year 2001/02

Year Three

CAPITAL IMPROVEMENT FUND

1.	Heisler Park Bluff Stabilization Construction	\$150,000
2.	Animal Shelter Modification	40,000
3.	City Wide Facilities Painting & Repair	100,000
4.	Pepper Tree Parking Lot Repair ¹	100,000
5.	North Laguna Storm Drain Construction	700,000
6.	Holly/Brooks Storm Drain Construction	50,000
7.	Solana Way/South Coast Highway Storm Drain Construction	80,000
8.	Juanita Way Storm Drain Construction	40,000
9.	Van Dyke/Bluebird Storm Drain Replacement	50,000
10.	Starlit/Bluebird Storm Drain Replacement	300,000

Total Cost of 2001/02 Capital Improvement Fund Projects

\$1,610,000

SEWER FUND CAPITAL IMPROVEMENTS

11.	North Coast Interceptor (Construction Reserve)	500,000
12.	Heisler Park Nuisance Water Abatement	10,000
13.	Downtown Area Main Replacement	200,000
14.	Citywide Pump Station Rehabilitation	100,000
15.	Citywide Main Lining	150,000
16.	AWMA Capital Improvements	330,000

Total Cost of 2001/02 Sewer Fund Capital Improvement Projects

1,290,000

STREET LIGHTING FUND:

17.	Pepper Tree Parking Lot Lighting	50,000
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**Total Cost of 2001/02 Street Lighting Fund
Capital Improvement Projects**

50,000

GAS TAX FUND CAPITAL IMPROVEMENTS

18.	Arch Beach Heights Resurfacing	600,000
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Total Cost of 2001/02 Gas Tax Fund Capital Improvement Projects

600,000

TOTAL OF ALL PROJECTS FOR 2001/02

\$3,550,000

¹ See Street Lighting Fund for associated projects.

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 1999/00 through Fiscal Year 2008/09

Fiscal Year 2002/03

Year Four

CAPITAL IMPROVEMENT FUND

1.	Shaw's Cove Stairs Repair ¹	\$75,000
2.	Brooks Street Stairs Repair ¹	75,000
3.	South Main Beach Restroom Replacement	200,000
4.	Fire Station Repairs	150,000
5.	Arch Street Storm Drain Construction	350,000
6.	Rimrock/Bluebird Storm Drain Replacement	250,000
7.	Citywide Alley Paving	150,000
8.	Citywide Sidewalk Repair	250,000

Total Cost of 2002/03 Capital Improvement Fund Projects **\$1,500,000**

SEWER FUND CAPITAL IMPROVEMENTS

9.	North Coast Interceptor (Construction Reserve)	1,000,000
10.	Ocean Way Nuisance Water Abatement	15,000
11.	Citywide Pump Station Rehabilitation	100,000
12.	Citywide Main Lining	100,000
13.	AWMA Capital Improvements	120,000

Total Cost of 2002/03 Sewer Fund Capital Improvement Projects **1,335,000**

STREET LIGHTING FUND

14.	Shaw's Cove Stairs Lighting	10,000
15.	Circle Way Stairs Lighting	10,000
16.	Brooks Street Stairs Lighting	10,000

**Total Cost of 2002/03 Street Lighting Fund
Capital Improvement Projects** **30,000**

GAS TAX FUND CAPITAL IMPROVEMENTS

17.	West of Coast Hwy/Beverly to Nyes Place Resurfacing	300,000
18.	Bluebird Canyon Resurfacing	300,000

Total Cost of 2002/03 Gas Tax Fund Capital Improvement Projects **600,000**

TOTAL OF ALL PROJECTS FOR 2002/03 **\$3,465,000**

¹ See Street Lighting Fund for associated projects.

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 1999/00 through Fiscal Year 2008/09

Fiscal Year 2003/04

Year Five

CAPITAL IMPROVEMENT FUND

1.	Bluebird Park Restroom Replacement	\$150,000
2.	Moulton Meadows Park Tot Lot Replacement	30,000
3.	Riddle Field Restroom Renovation	150,000
4.	Citywide Drainage Study	50,000
5.	Oak Street Storm Drain Construction	50,000
6.	Brook Street Storm Drain Construction	100,000
7.	Cress Street Storm Drain Construction	100,000
8.	Arch Beach Heights Storm Drain Construction	200,000
9.	West Street Access Ramp Construction	35,000
10.	Top of the World Storm Drain Replacement	250,000
11.	Citywide Alley Paving	150,000
12.	Citywide Curb & Gutter Repair	150,000
13.	Citywide Retaining Wall Construction	100,000

Total Cost of 2003/04 Capital Improvement Fund Projects **\$1,515,000**

SEWER FUND CAPITAL IMPROVEMENTS

14.	North Coast Interceptor (Construction Reserve)	1,000,000
15.	Myrtle Street Nuisance Water Abatement	15,000
16.	Jasmine Street Nuisance Water Abatement	15,000
17.	Citywide Pump Station Rehabilitation	100,000
18.	Citywide Main Lining	100,000
19.	AWMA Capital Improvements	225,000

Total Cost of 2003/04 Sewer Fund Capital Improvement Projects **1,455,000**

GAS TAX FUND CAPITAL IMPROVEMENTS

20.	Canyon Acres/Frontage Road Resurfacing	175,000
21.	Downtown Resurfacing	200,000
22.	Mountain to Nyes Place Resurfacing	300,000

Total Cost of 2003/04 Gas Tax Fund Capital Improvement Projects **675,000**

TOTAL OF ALL PROJECTS FOR 2003/04

\$3,645,000

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 1999/00 through Fiscal Year 2008/09

Fiscal Year 2004/05

Year Six

CAPITAL IMPROVEMENT FUND

1.	Cleo Street Stairs Repair ¹	\$75,000	
2.	Fisherman's Cove Stairs Repair ¹	75,000	
3.	Alta Laguna Park Tot Lot Replacement	30,000	
4.	Upper Park Avenue Storm Drain Installation	350,000	
5.	Bridge Road Storm Drain Reconstruction	50,000	
6.	Sunset Ridge Storm Drain Construction	350,000	
7.	Anita Street Storm Drain Construction	55,000	
8.	Mountain Road Storm Drain Construction	70,000	
9.	South Coast Highway Sidewalk Construction	150,000	
10.	Seventh Avenue Sidewalk Construction	50,000	
11.	Citywide Alley Paving	150,000	
12.	Citywide Sidewalk Repair	100,000	
Total Cost of 2004/05 Capital Improvement Fund Projects			\$1,505,000

SEWER FUND CAPITAL IMPROVEMENTS

13.	North Coast Interceptor (Construction Reserve)	1,000,000	
14.	Victoria I & II Generator Installation	400,000	
15.	Pearl Street Generator Installation	250,000	
16.	Irvine Cove Pump Station Generator Installation	150,000	
17.	Main Beach II Nuisance Water Abatement	25,000	
18.	Citywide Pump Station Rehabilitation	100,000	
19.	Citywide Main Lining	100,000	
20.	AWMA Capital Improvements	20,000	
Total Cost of 2004/05 Sewer Fund Capital Improvement Projects			2,045,000

STREET LIGHTING FUND

21.	Cleo Street Stairs Lighting	10,000	
22.	Fisherman's Cove Stairs Lighting	10,000	
Total Cost of 2004/05 Street Lighting Fund Capital Improvement Projects			20,000

GAS TAX FUND CAPITAL IMPROVEMENTS

23.	Oriole/Meadowlark Resurfacing	250,000	
24.	Rembrandt/Van Dyke Resurfacing	400,000	
Total Cost of 2004/05 Gas Tax Fund Capital Improvement Projects			650,000
TOTAL OF ALL PROJECTS FOR 2004/05			\$4,220,000

¹ See Street Lighting Fund for associated projects.

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 1999/00 through Fiscal Year 2008/09

Fiscal Year 2005/06

Year Seven

CAPITAL IMPROVEMENT FUND

1.	Main Beach Boardwalk/Stairs Repair ¹	\$350,000	
2.	Anita Street Stairs Repair ¹	75,000	
3.	Thalia Street Stairs Repair ¹	75,000	
4.	Oak Street Stairs Repair ¹	75,000	
5.	City Hall Facilities Repair	150,000	
6.	Citywide Master Drainage Plan Construction	550,000	
7.	Citywide Retaining Wall Construction	100,000	
8.	Citywide Guardrail Repair	100,000	
Total Cost of 2005/06 Capital Improvement Fund Projects			\$1,475,000

SEWER FUND CAPITAL IMPROVEMENTS

9.	Oak Street Nuisance Water Abatement	15,000	
10.	Mountain Street Nuisance Water Abatement	15,000	
11.	Keller Way & Sailing Way Main Reconstruction	20,000	
12.	Catalina/Upland & Solana Way Main Reconstruction	55,000	
13.	Rockledge Road Main Replacement	100,000	
14.	Generator Rehabilitation	100,000	
15.	Citywide Pump Station Rehabilitation	100,000	
16.	Citywide Main Reconstruction	400,000	
17.	Citywide Main Lining	100,000	
18.	AWMA Capital Improvements	270,000	
Total Cost of 2005/06 Sewer Fund Capital Improvement Projects			1,175,000

STREET LIGHTING FUND

19.	Main Beach Boardwalk/Stairs Lighting	10,000	
20.	Anita Street Stairs Lighting	10,000	
21.	Thalia Street Stairs Lighting	10,000	
22.	Oak Street Stairs Lighting	10,000	
Total Cost of 2005/06 Street Lighting Fund Capital Improvement Projects			40,000

GAS TAX FUND CAPITAL IMPROVEMENTS

23.	Anita to Cress/Temple Terrace To Coast Hwy Resurfacing	750,000	
Total Cost of 2005/06 Gas Tax Fund Capital Improvement Projects			750,000
TOTAL OF ALL PROJECTS FOR 2005/06			\$3,440,000

¹ See Street Lighting Fund for associated projects.

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 1999/00 through Fiscal Year 2008/09

Fiscal Year 2006/07

Year Eight

CAPITAL IMPROVEMENT FUND

1.	Strand Stairs Construction	\$150,000
2.	Heisler Park Hand Rail Replacement	50,000
3.	Citywide Master Drainage Plan Construction	800,000
4.	Downtown Sidewalk Repair	250,000
5.	Citywide Retaining Wall Construction	200,000
6.	Citywide Curb & Gutter Replacement	125,000
7.	Second/Third, Mermaid to Forest Alley Paving	60,000

Total Cost of 2006/07 Capital Improvement Fund Projects **\$1,635,000**

SEWER FUND CAPITAL IMPROVEMENTS

8.	Brooks Street Nuisance Water Abatement	15,000
9.	Gaviota Nuisance Water Abatement	15,000
10.	Citywide Main Replacement	500,000
11.	Citywide Generator Rehabilitation	100,000
12.	Pump Station Rehabilitation	100,000
13.	Bernard Court Pump Station Elimination	200,000
14.	Citywide Main Lining	200,000
15.	AWMA Capital Improvements	20,000

Total Cost of 2006/07 Sewer Fund Capital Improvement Projects **1,150,000**

GAS TAX FUND CAPITAL IMPROVEMENTS

16.	Skyline/Upper Park Ave. Resurfacing	750,000
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Total Cost of 2006/07 Gas Tax Fund Capital Improvement Projects **750,000**

TOTAL OF ALL PROJECTS FOR 2006/07 **\$3,535,000**

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 1999/00 through Fiscal Year 2008/09

Fiscal Year 2007/08

Year Nine

CAPITAL IMPROVEMENT FUND

1.	Citywide Master Drainage Plan Construction	\$1,500,000
2.	Calliope Street Storm Drain Construction	<u>40,000</u>

Total Cost of 2007/08 Capital Improvement Fund Projects **\$1,540,000**

SEWER FUND CAPITAL IMPROVEMENTS

3.	Citywide Main Replacement	200,000
4.	Generator Rehabilitation	100,000
5.	Pump Station Rehabilitation	100,000
6.	Citywide Main Lining	200,000
7.	AWMA Capital Improvements	<u>2,265,000</u>

Total Cost of 2007/08 Sewer Fund Capital Improvement Projects **2,865,000**

GAS TAX FUND CAPITAL IMPROVEMENTS

8.	Top of the World/North Laguna/South Laguna Slurry Seal	<u>800,000</u>
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Total Cost of 2007/08 Gas Tax Fund Capital Improvement Projects **800,000**

TOTAL OF ALL PROJECTS FOR 2007/08

\$5,205,000

TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 1999/00 through Fiscal Year 2008/09

Fiscal Year 2008/09

Year Ten

CAPITAL IMPROVEMENT FUND

1.	Heisler Park Renovation	\$200,000
2.	Alta Laguna/Moulton Meadows Restroom Renovation	100,000
3.	Lang Park Roof Renovation	25,000
4.	Citywide Master Drainage Plan Construction	600,000
5.	Ocean Front Retaining Wall Replacement	100,000
6.	Morningside Drive Edgeway Replacement	175,000
7.	Alta Vista Retaining Wall Replacement Phase 2	300,000

Total Cost of 2008/09 Capital Improvement Fund Projects **\$1,500,000**

SEWER FUND CAPITAL IMPROVEMENTS

8.	Temple Terrace & Third Street Alley Manhole Construction	10,000
9.	Citywide Main Replacement	500,000
10.	Citywide Generator Rehabilitation	100,000
11.	Pump Station Rehabilitation	100,000
12.	Citywide Main Lining	300,000
13.	AWMA Capital Improvements	150,000

Total Cost of 2008/09 Sewer Fund Capital Improvement Projects **1,160,000**

GAS TAX FUND CAPITAL IMPROVEMENTS

14.	Citywide Slurry Seal	750,000
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Total Cost of 2008/09 Gas Tax Fund Capital Improvement Projects **750,000**

TOTAL OF ALL PROJECTS FOR 2008/09 **\$3,410,000**

Section V

APPENDIX

Budget Detail By Fund

(For Major Funds Only)

All Funds Summary¹

Fund Detail

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$10,448,776	\$11,510,520	\$12,085,380	\$12,155,730
1003	Salaries, Part Time	1,161,530	1,291,370	1,650,390	1,489,500
1006	Salaries, Overtime	752,828	640,610	668,030	666,130
1007	Salaries, Overtime-Mutual Aid	12,431			
1038	Sick Leave Payoff	140,154	143,100	143,100	143,100
1039	Old Sick Leave Payoff	25			
1040	Vacation Payoff	147,126	146,410	146,410	146,410
1053	Holiday Allowance	73,490	62,840	66,790	66,790
1101	Retirement	1,473,406	1,597,750	1,154,110	791,980
1103	P.A.R.S. Retirement	44,348	47,490	60,880	54,850
1201	Workers' Compensation	698,148	698,180	694,270	694,270
1300	Employee Group Insurance	880,238	897,390	904,360	910,500
1318	Medicare Insurance	108,712	131,500	143,040	141,720
Subtotal		15,941,212	17,167,160	17,716,760	17,260,980
Maintenance and Operations					
2001	Uniforms and Laundry	116,076	123,410	130,950	130,950
2011	Training, Travel and Dues	72,559	99,710	114,400	110,640
2021	Natural Gas	36,654	34,950	35,960	35,960
2024	Electricity	387,032	397,070	402,450	402,450
2027	Water	102,119	139,330	129,390	129,390
2031	Telephone	116,351	118,150	113,220	113,220
2051	Gas and Lubrications	137,506	160,380	148,110	149,910
2101	Materials and Supplies	818,918	886,760	916,960	914,150
2150	Rents and Leases	505,137	573,290	629,010	632,510
2160	Lease Pymnts-Debt Service	974,090	672,000	624,000	624,000
2170	General Insurance	880,200	881,480	1,257,550	1,257,550
2201	Repairs and Maint. Auto.	316,280	259,760	267,410	268,410
2222	Repairs and Maint. Other	292,505	368,460	381,510	381,510
2281	Printing	91,332	109,670	123,290	118,290

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

All Funds Summary (Con't)

Fund Detail

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
2302	Legal Advertising	5,445	5,500	6,000	6,000
2401	Contractual Services	2,627,864	2,660,480	3,148,950	3,118,950
2402	Contractual AWMA Operation	1,006,465	909,000	900,000	900,000
2432	Postage	55,517	63,970	66,850	66,850
2501	Bond Principal	695,000	750,000	810,000	810,000
2508	Vehicle Cost Redistribution	(36,849)	(26,700)	(27,600)	(27,600)
2521	Bond Interest	1,128,925	1,071,130	1,008,730	1,008,730
2956	OCTA Exchange Expenditure	672,072			
	Community Assistance	75,000	125,000	143,000	143,000
	Subtotal	11,076,198	10,382,800	11,330,140	11,294,870
Capital Outlay					
5203	Buildings		22,500	73,150	36,500
5408	Office Furniture & Equipment	155,327	98,960	171,090	158,460
5510	Automotive Equipment		14,670	530,500	432,530
5622	Other Equipment	108,288	267,940	412,500	260,570
	Subtotal	263,615	404,070	1,187,240	888,060
Special Programs					
	Special Programs	2,106,403	954,980	993,570	1,249,270
	Subtotal	2,106,403	954,980	993,570	1,249,270
Capital Improvements					
	Capital Improvement Projects	2,308,191	5,230,000	4,635,000	4,865,000
	Subtotal	2,308,191	5,230,000	4,635,000	4,865,000
	Grand Total	\$31,695,619	\$34,139,010	\$35,862,710	\$35,558,180

General Fund Summary

Fund Detail

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$9,721,275	\$10,741,020	\$11,257,010	\$11,327,360
1003	Salaries, Part Time	917,128	1,031,950	1,380,210	1,218,120
1006	Salaries, Overtime	702,613	596,860	614,670	612,770
1007	Salaries, Overtime-Mutual Aid	12,431			
1009	Salaries, Redistributed	(249,570)	(260,620)	(276,690)	(276,690)
1038	Sick Leave Payoff	133,536	133,510	133,510	133,510
1040	Vacation Payoff	137,832	137,820	137,820	137,820
1053	Holiday Allowance	70,317	62,840	66,790	66,790
1101	Retirement	1,415,908	1,538,060	1,095,700	733,570
1103	P.A.R.S. Retirement	35,317	37,760	50,750	44,670
1201	Workers' Compensation	693,336	672,540	663,550	663,550
1300	Employee Group Insurance	794,126	811,290	818,260	824,400
1318	Medicare Insurance	99,676	121,320	131,960	130,620
	Subtotal	14,483,925	15,624,350	16,073,540	15,616,490
Maintenance and Operations					
2001	Uniforms and Laundry	104,733	112,450	119,750	119,750
2011	Training, Travel and Dues	70,202	95,700	110,720	107,110
2021	Natural Gas	33,257	31,590	32,490	32,490
2024	Electricity	111,494	116,650	113,020	113,020
2027	Water	85,505	116,670	108,270	108,270
2031	Telephone	96,607	96,600	96,260	96,260
2051	Gas and Lubrications	92,459	111,780	101,540	101,540
2101	Materials and Supplies	582,924	655,110	673,510	672,550
2150	Rents and Leases	441,265	500,240	552,320	552,320
2160	Lease Pymnts-Debt Service	306,015	8,000		
2170	General Insurance	828,684	833,960	1,208,520	1,208,520
2201	Repairs and Maint. Auto.	240,281	201,020	205,960	205,960
2222	Repairs and Maint. Other	177,895	224,970	230,170	230,170
2281	Printing	60,795	81,370	90,990	85,990
2302	Legal Advertising	5,445	5,500	6,000	6,000
2401	Contractual Services	2,566,650	2,537,370	3,050,140	3,020,140

General Fund Summary (Con't)

Fund Detail

Account		Actual	Budget	Department	Adopted
		Expenditures		Request	Budget
No.	Account Title	1997-98	1998-99	1999-00	1999-00
2432	Postage	48,513	51,370	54,250	54,250
2508	Vehicle Cost Redistribution	(36,849)	(26,700)	(27,600)	(27,600)
2804	Costs Redistributed	(198,770)	(211,980)	(193,020)	(193,020)
2956	OCTA Exchange Expenditure	672,072			
	Community Assistance	75,000	125,000	143,000	143,000
Subtotal		6,364,177	5,666,670	6,676,290	6,636,720
Capital Outlay					
5203	Buildings		22,500	73,150	36,500
5408	Office Furniture & Equipment	153,435	96,760	148,690	136,060
5510	Automotive Equipment		14,670	130,500	32,530
5622	Other Equipment	77,928	210,040	319,850	167,920
Subtotal		231,363	343,970	672,190	373,010
Special Programs					
	Special Programs	2,073,761	920,580	924,170	1,179,870
Subtotal		2,073,761	920,580	924,170	1,179,870
Capital Improvements					
	Capital Improvement Projects	19,595			
Subtotal		19,595	0	0	0
Grand Total		\$23,172,821	\$22,555,570	\$24,346,190	\$23,806,090

Parking Authority Fund Summary

Fund Detail

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$369,242	\$384,960	\$420,770	\$420,770
1003	Salaries, Part Time	32,387	39,270	42,520	39,170
1006	Salaries, Overtime	6,104	6,250	6,560	6,560
1009	Salaries, Redistributed	120,480	132,080	135,950	135,950
1038	Sick Leave Payoff	6,240	6,240	6,240	6,240
1040	Vacation Payoff	5,112	5,100	5,100	5,100
1053	Holiday Allowance	3,173			
1101	Retirement	29,005	29,920	29,670	29,670
1103	P.A.R.S. Retirement	1,259	1,470	1,590	1,460
1201	Workers' Compensation	2,160	2,200	2,210	2,210
1300	Employee Group Insurance	45,108	45,100	45,100	45,100
1318	Medicare Insurance	3,029	3,470	3,900	3,850
	Subtotal	623,299	656,060	699,610	696,080
<u>Maintenance and Operations</u>					
2001	Uniforms and Laundry	3,624	3,330	3,570	3,570
2011	Training, Travel and Dues	853	1,580	1,250	1,100
2024	Electricity	1,456	4,130	2,540	2,540
2027	Water	815	910	890	890
2031	Telephone	3,914	6,430	3,110	3,110
2051	Gas and Lubrications	2,141	3,550	2,750	2,750
2101	Materials and Supplies	123,880	116,550	125,850	125,850
2150	Rents and Leases	13,904	17,620	17,340	17,340
2170	General Insurance	10,536	10,440	8,840	8,840
2201	Repairs and Maint. Auto.	5,629	5,450	5,950	5,950
2222	Repairs and Maint. Other	15,976	15,590	16,640	16,640
2281	Printing	21,582	17,800	22,800	22,800
2401	Contractual Services	32,773	33,560	37,060	37,060
2432	Postage	7,004	12,600	12,600	12,600
2804	Costs Redistributed	89,980	87,040	81,290	81,290
	Subtotal	334,067	336,580	342,480	342,330

Parking Authority Fund Summary (Con't)

***Fund
Detail***

Account		Actual	Budget	Department	Adopted
No.	Account Title	Expenditures		Request	Budget
		1997-98	1998-99	1999-00	1999-00
Capital Outlay					
5408	Office Furniture & Equipment	1,892	2,200	19,700	19,700
5622	Other Equipment	8,500	12,000	28,500	28,500
	Subtotal	10,392	14,200	48,200	48,200
Special Programs					
	Special Programs	192,413			
	Subtotal	192,413	0	0	0
	Grand Total	\$1,160,171	\$1,006,840	\$1,090,290	\$1,086,610

Sewer Fund Summary

Fund Detail

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
<u>Salaries and Wages</u>					
1001	Salaries, Full Time	\$237,380	\$261,810	\$277,760	\$277,760
1003	Salaries, Part Time	20,622			
1006	Salaries, Overtime	28,736	26,000	31,800	31,800
1009	Salaries, Redistributed	75,290	80,580	86,440	86,440
1038	Sick Leave Payoff	1,956	1,960	1,960	1,960
1040	Vacation Payoff	2,100	2,100	2,100	2,100
1101	Retirement	19,078	20,260	19,580	19,580
1103	P.A.R.S. Retirement	502			
1201	Workers' Compensation	1,428	7,720	7,700	7,700
1300	Employee Group Insurance	28,704	28,700	28,700	28,700
1318	Medicare Insurance	1,862	2,100	2,310	2,310
	Subtotal	417,658	431,230	458,350	458,350
<u>Maintenance and Operations</u>					
2001	Uniforms and Laundry	3,266	3,400	3,400	3,400
2011	Training, Travel and Dues	969	1,630	1,630	1,630
2021	Natural Gas	3,094	3,040	3,160	3,160
2024	Electricity	114,190	96,830	120,900	120,900
2027	Water	15,799	21,750	20,230	20,230
2031	Telephone	15,468	14,720	13,470	13,470
2051	Gas and Lubrications	6,046	7,430	6,200	6,200
2101	Materials and Supplies	89,898	90,000	92,500	90,650
2150	Rents and Leases	49,968	55,430	59,350	59,350
2160	Lease Pymnts-Debt Service	668,075	664,000	624,000	624,000
2170	General Insurance	22,212	21,120	19,910	19,910
2201	Repairs and Maint. Auto.	10,102	8,290	10,500	10,500
2222	Repairs and Maint. Other	94,171	120,200	127,000	127,000
2281	Printing	593	2,000	1,000	1,000
2401	Contractual Services	16,471	15,250	32,250	32,250
2402	Contractual AWMA Operation	1,006,465	909,000	900,000	900,000
2804	Costs Redistributed	61,320	62,160	55,440	55,440
	Subtotal	2,178,107	2,096,250	2,090,940	2,089,090

Sewer Fund Summary (Con't)

Fund Detail

Account		Actual	Budget	Department	Adopted
No.	Account Title	Expenditures 1997-98	1998-99	Request 1999-00	Budget 1999-00
Capital Outlay					
5622	Other Equipment	21,860	45,900	61,800	61,800
	Subtotal	21,860	45,900	61,800	61,800
Capital Improvements					
	Capital Improvement Projects	1,109,221	2,340,000	2,815,000	2,815,000
	Subtotal	1,109,221	2,340,000	2,815,000	2,815,000
	Grand Total	\$3,726,846	\$4,913,380	\$5,426,090	\$5,424,240

Transit Fund Summary

Fund Detail

Account No.	Account Title	Actual Expenditures 1997-98	Budget 1998-99	Department Request 1999-00	Adopted Budget 1999-00
Salaries and Wages					
1001	Salaries, Full Time	\$120,879	\$122,730	\$129,840	\$129,840
1003	Salaries, Part Time	191,393	220,150	227,660	232,210
1006	Salaries, Overtime	15,375	11,500	15,000	15,000
1009	Salaries, Redistributed	45,370	38,620	43,760	43,760
1038	Sick Leave Payoff	(1,578)	1,390	1,390	1,390
1039	Old Sick Leave Payoff	25			
1040	Vacation Payoff	2,082	1,390	1,390	1,390
1101	Retirement	9,415	9,510	9,160	9,160
1103	P.A.R.S. Retirement	7,270	8,260	8,540	8,720
1201	Workers' Compensation	1,224	15,720	20,810	20,810
1300	Employee Group Insurance	12,300	12,300	12,300	12,300
1318	Medicare Insurance	4,145	4,610	4,870	4,940
	Subtotal	407,900	446,180	474,720	479,520
Maintenance and Operations					
2001	Uniforms and Laundry	4,453	4,230	4,230	4,230
2011	Training, Travel and Dues	535	800	800	800
2021	Natural Gas	303	320	310	310
2024	Electricity	4,012	4,460	3,850	3,850
2031	Telephone	362	400	380	380
2051	Gas and Lubrications	36,860	37,620	37,620	39,420
2101	Materials and Supplies	19,742	21,600	21,600	21,600
2150	Rents and Leases				3,500
2170	General Insurance	18,768	15,960	20,280	20,280
2201	Repairs and Maint. Auto.	60,268	45,000	45,000	46,000
2222	Repairs and Maint. Other	4,348	5,700	5,700	5,700
2281	Printing	8,362	8,500	8,500	8,500
2401	Contractual Services	8,025	24,300	9,500	9,500
2804	Costs Redistributed	47,470	62,780	56,290	56,290
	Subtotal	213,508	231,670	214,060	220,360
Capital Outlay					
5408	Office Furniture & Equipment			2,700	2,700
5510	Automotive Equipment			400,000	400,000
5622	Other Equipment			2,350	2,350
	Subtotal	0	0	405,050	405,050
	Grand Total	\$621,408	\$677,850	\$1,093,830	\$1,104,930