



*city of*

# LAGUNA BEACH

**ADOPTED BUDGET**

*FY 2019-20 & FY 2020-21*



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# City of Laguna Beach

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## ELECTED OFFICIALS

MAYOR	BOB WHALEN
MAYOR PRO TEM	STEVE DICTEROW
COUNCILMEMBER	TONI ISEMAN
COUNCILMEMBER	SUE KEMPF
COUNCILMEMBER	PETER BLAKE
CITY CLERK	LISETTE CHEL-WALKER
CITY TREASURER	LAURA PARISI

## Administration

City Manager	John Pietig
Assistant City Manager	Christa Johnson
Assistant City Manager/Director of Public Works	Shohreh Dupuis
Director of Administrative Services	Gavin Curran
Director of Community Development	Greg Pfost
Director of Water Quality	David Shissler
Chief of Police	Laura Farinella
Fire Chief	Mike Garcia
Marine Safety Chief	Kevin Snow
City Attorney	Phil Kohn

### *Budget Preparation Team:*

<i>Director of Administrative Services</i>	Gavin Curran
<i>Accountant</i>	Andrea Bartlet



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**EXHIBIT A**  
**MODIFICATIONS TO THE FY 2019-20 AND FY 2020-21**  
**PROPOSED BUDGET**  
**AS ADOPTED BY THE CITY COUNCIL ON JUNE 18, 2019**

1. Remove \$100,000 from the Water Quality Division for contract services appropriated twice, and correctly show an appropriation of \$67,000 for public outreach as a special program in the Administrative Services Department.
2. Increase ongoing Community Development Fees by \$175,000 in both FY 2019-20 and FY 2020-21 for anticipated large project submittals.
3. Appropriate \$12,000 in one-time funding in FY 2019-20 for the Moulton Meadows Park Dog Play Area Pilot Program. Members of the public met with the Recreation Committee about installing a dog play area in an unoccupied area of Moulton Meadows Park. The Recreation Committee supported the idea and suggested that a pilot play area be installed. This one-time funding will be used to set up the area with temporary fencing and equipment.
4. Appropriate \$10,000 in one-time funding for FY 2019-20 to purchase a walk-through metal detector and metal detector wand to search participants for weapons upon entry to the Alternative Sleeping Location (“ASL”). Also, appropriate \$45,000 in ongoing funding in both FY 2019-20 and FY 2020-21 to deploy a Beach Patrol Officer to the ASL between the hours of 5:00 p.m. and 9:00 p.m. daily, to search participants upon entry, maintain vigilance inside the ASL, and patrol the parking lot and creek area.
5. Appropriate \$74,200 in ongoing funding in both FY 2019-20 and FY 2020-21 to increase the existing Arts Program Coordinator from a part-time position (20 hours a week) to a full time position (40 hours a week) at an estimated increased cost of \$44,200; and hire a new part-time Public Art Coordination (20 hours a week) with a total estimated cost of \$30,900).
6. Appropriate \$10,200 in one-time funding in FY 2019-20 to perform a Vehicle Miles Traveled traffic modeling study necessary in the undertaking a community-wide Green House Gas Emissions (GHG) inventory. Vehicle Miles Traveled studies measure the following commuter activities: 1) traffic originating in town and commuting beyond the city’s boundaries; 2) commutes originating and staying in town; 3) inbound commutes originating outside the city’s boundaries with Laguna Beach as the destination; and, 4) commuter traffic driving through town. The data derived from the VMT study will be incorporated into the GHG inventory.
7. Appropriate \$9,000 in ongoing funding in both FY 2019-20 and FY 2020-21 to increase the salary of the Permit Services Supervisor position to be competitive in the current job market.
8. Appropriate \$20,000 in one-time funding in FY 2019-20 and \$10,000 in anticipated FY 2018-19 department savings for a Community Development Department Effectiveness and Efficiency Study (Lean Program). The goal of the study is to recommend initiatives that optimize processes and help address service delivery concerns.
9. Appropriate \$78,000 in ongoing funding and transfer \$78,000 from existing information technology program funding in both FY 2019-20 and FY 2020-21 for a total of \$156,000 in ongoing funding for an Information Technology (IT) Project Manager position. This position



**EXHIBIT A**  
**MODIFICATIONS TO THE FY 2019-20 AND FY 2020-21**  
**PROPOSED BUDGET**  
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would be tasked with managing IT projects identified in the IT Master Plan and projects recommended by the IT Steering Committee.

10. Public Works Strategic Plan: Appropriate \$40,000 in one-time funding in FY 2019-20 and \$147,200 in ongoing funding in both FY 2019-20 and FY 2020-21 for a Arborist. This position will oversee the evaluation and care of the City's tree inventory, reforestation, customer service, provide day-to-day monitoring of the tree trimming contractor, and generally advise on tree related matters.
11. Appropriate \$6,000 in ongoing funding in FY 2020-21 for contract services to provide the City with State and Federal regulatory representation, legislative and grant seeking services.
12. Appropriate \$250,000 in one-time funding in FY 2019-20 to assist in employee recruitments over the next year, and fund transitional programs to assist departments in proactively managing the transfer of institutional knowledge including providing the City Manager the authorization to "overhire" critical positions during a transitional period.
13. Appropriate \$25,000 in one-time funding in FY 2019-20 toward a contribution to the Laguna Beach Chamber of Commerce to assist the Chamber in meeting two critical goals. Creating a Think Laguna First Program and a program to expand the community shopping experience.
14. Transfer \$72,000 in one-time funding to maintain the 20% General Fund Reserve. The reserve is being increased to adjust for ongoing funding.

**Other Funds:**

1. Appropriate \$19,000 in ongoing funding in the Street Lighting Fund in both FY 2019-20 and FY 2020-21 for the Holiday Lighting Program bringing the total budget for the program to \$69,000. The increase includes \$4,000 to maintain the existing Holiday Lighting Program and \$15,000 to expand the program to include Coast Highway from Legion Street to Aster.



April 30, 2019

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

Re: Transmittal of the Proposed Two-Year Budget for Fiscal Year 2019-20 and 2020-21

Dear City Council Members:

This letter serves to transmit the City of Laguna Beach Proposed Budget for FY 2019-20 and 2020-21. The budget functions as the foundation for the City's financial planning for the next two years. A public workshop and hearing concerning the proposed budget is scheduled for 2:00 p.m. on Tuesday, May 21, 2019. A second public forum is scheduled for Tuesday, June 18, 2019; it is anticipated that the City Council will adopt the two-year budget at that session.

## **I. EXECUTIVE SUMMARY**

The economic outlook for the City of Laguna Beach continues to remain positive with moderate revenue growth expected for the next two years. The City continues to be a stable, prosperous, and financially secure municipality due to its strong underlying tax base, governance, and disciplined financial decisions. The General Fund is in a relatively healthy position with revenues slightly outpacing operational costs over the next two years. The two-year budget is balanced and includes several service level improvements while preserving reserves. The City has benefited from consistent economic growth over the past ten years, but the specter of an economic downturn and rising pension costs remains a concern.

The proposed budget includes funding to improve efficiencies and services in the Community Development Department, address issues related to homelessness, enhance the City's technologic capabilities to support the delivery of services, paying down unfunded pension liabilities, and advance safety services. Some of the more notable additions to the budget include: adding three new positions in the Community Development Department, funding for the advancement of the Fire Department Strategic Plan including adding a new Fire Department Staff Captain, programming Measure LL funds to support additional police and lifeguard patrols at Main Beach and Heisler Park, expansion of the fuel modification program to help protect structures and evacuation routes, and payments of \$1 million each year toward the City's unfunded pension liability.



For the next two years, the proposed budget also includes capital improvement projects of \$18 million for infrastructure and facilities, funded through a mix of current year revenues and previously allocated funds. Fees for residential trash service are scheduled to increase 2.5% annually, and the wastewater service charge will increase 4.0% next year to help fund \$17 million in proposed wastewater capital improvement projects. In the Parking Fund, revenues are expected to exceed appropriations by approximately \$1 million a year, and the Transit Fund is adequately funded through a combination of Project V grants, Transportation Development Act Funding, and Parking Fund subsidies. However, the City Council will need to consider revisions to transit services during the next year to address under-performing services.

While the news is generally good, the City must be mindful of potential economic changes, the growing demand for City services, and increasing pension costs. Although positive growth is programmed for property tax and hotel tax revenue, sales tax revenue increases are slowing down. Changes in consumer spending patterns and increased online purchases continue to impact City sales tax revenue. Increasing pension costs will also continue to impact the City budget. For example, the proposed budget includes an additional \$700,000 in FY 2019-20 and \$1.2 million in FY 2020-21 to address rising pension costs related to the CalPERS Board decision to lower the discount rate from 7.5% to 7.0%. These costs are expected to increase to roughly \$3.1 million a year by FY 2024-25.

As a result of moderate revenue growth and increasing demands for City services. Not all department requests for new positions and service improvements could be accommodated in the proposed budget. During the budget workshop, various items will be presented for consideration along with other items of importance to the City Council. In the process of considering potential additions or modifications to the proposed budget, the City Council should continue its fiscal prudence and avoid adding new ongoing programs and services that are not supported by revenues and may not be sustainable in the future.

In total, the proposed operational and capital project budget is \$104 million for FY 2019-20 and \$110 million for FY 2020-21. The General Fund, the City's primary operating Fund, has a proposed budget of \$69.3 million in FY 2019-20 and \$72.2 million in FY 2020-21, with operating revenues and transfers exceeding expenditures by \$561,600 in the first year and \$512,000 in the second year. The General Fund budget includes reserves of 20% of operating costs for each year of the budget, and the Disaster Fund provides another 10% of reserves.

## **II. GENERAL FUND REVENUE**

Property tax is the City's single largest source of revenue. It accounts for 56% of the total revenue in the General Fund. The City of Laguna Beach has approximately 13,000 parcels with an assessed valuation of \$15.2 billion. The properties are approximately 90% residential and 10% industrial and commercial. Property tax revenue is expected to grow moderately. The proposed budget assumes secured property tax growth of 5.5% for FY 2019-20 and 5.5% for FY 2020-21. Each 1% increase or decrease in property tax generates \$330,000.

Transient occupancy tax (TOT) is the city's second largest revenue source accounting for 12% of all General Fund revenues. TOT revenue for FY 2017-18 increased 9% compared to the year before. The proposed budget assumes a 5.5% increase in each of the next two fiscal years. Each 1% increase or decrease in hotel tax equates to \$85,000 to the General Fund.

Sales tax accounts for 9% of the General Fund revenue. The top twenty-five sales tax producers generate roughly 44% of total sales tax revenue, with 54% of all sales tax revenue attributable to restaurant sales. Hampered by the impacts of changing consumer habits, sales tax growth is expected to slow down to 2% a year over the next two fiscal years. Each 1% change in sales tax represents \$60,000.

Community development fees reflect an increase of 5% for building fees and a 15% increase in planning and zoning fees, as recommended by the City Council at the mid-year budget update. The proposed budget also assumes that the current high level of building activity will continue for the next two fiscal years. If the economy slows down, development related services would have to be curtailed.

Interest Revenue is projected at \$1.1 million each year over the next two years.

The total projected General Fund revenues are \$69.8 million for FY 2019-20 and \$72.6 million FY 2020-21.

### **III. GENERAL FUND APPROPRIATIONS (EXPENDITURES)**

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

- Funding for the current agreements with the City's Employee Associations has been incorporated into the proposed budget. However, labor negotiations are underway and will likely result in changes to these costs.
- Funding for Technology Improvements include programming \$300,000 a year towards the replacement of critical systems as they reach obsolescence. This amount is not sufficient to replace all systems and it is anticipated that the City Council will need to continue prioritizing the investment of year-end savings into system replacements and upgrades.
- Increasing \$50,000 of funding in Marine Safety lifeguard services to accommodate the change in the Laguna Beach School District's academic calendar. The school district will begin summer breaks two weeks earlier starting in 2020.
- In order to continue paying down the City's unfunded pension liability and taking advantage of the City's plan to phase in increased costs, an additional \$1 million payment to CalPERS is programmed into each of the next two fiscal years. Additional strategies to



address pension costs will continue to be discussed as part of the ongoing budget review process. More detailed information about pension costs can be found immediately following this letter.

- The proposed budget for the City's homeless facility and related programming will increase from \$555,400 in FY 2018-19 to \$660,000 in FY 2019-20 and \$678,000 in FY 2020-21. The increase is primarily attributed to: (1) acknowledging \$52,000 of costs for existing staff time to administer homeless facilities and programs, and (2) modifications to the Alternative Sleeping Location program implement an enrollment-style program. To help offset some of these costs, the budget anticipates the City receiving \$125,850 from the federal Community Development Block Grant Program and \$182,500 from the State of California's Homeless Emergency Aid Program over each of the next two fiscal years. Staff will continue to pursue additional funding sources to recover the cost of providing homeless facilities and programs.
- The proposed budget includes \$200,000 to augment landscaping services to maintain the additional five acres of newly landscaped areas at the Village Entrance area, new beach access projects at the end of Mountain, Oakes, Thalia and Pearl Streets, and at other newly landscape stairs at Cliff Drive and Third Street. It also provides for manual weed management services since the City is no longer is using Glyphosate and other synthetic herbicides to provide weed control at its parks and landscaped areas. In order to handle this new responsibility, the budget reflects repurposing two existing maintenance employees from trash collection to landscaping services, and then contracting out trash collection services. This change is believed to be the most cost-effective way to provide the necessary landscaping services, while also taking advantage of opportunities to contract services for reduced costs. The proposed budget also includes \$40,000 to increase the frequency of trash collection during the summer months along Coast Highway and at Main Beach and Heisler Parks and all beach access street ends.
- The proposed budget includes funding of \$750,000 in both fiscal years to replace capital equipment. Some of the highlights include: \$150,000 for the replacement of the camera system in the police vehicles; \$125,000 for the replacement of the police vehicles' mobile computers; \$120,000 for cardiac defibrillators; \$92,000 for the replacement of aging computers; \$20,000 for "smart" irrigation controllers for landscaped public areas; \$40,000 for cloud-based storage; and \$60,000 for replacement of backup systems for the City's computer network. The City Council will appropriate the balance of the capital equipment funding during the mid-year budget process based on departmental needs.
- In the past, the budget included annual funding for repainting the curbs and legends in school zones and on downtown streets, as well as along Laguna Canyon Road from Forest Drive to Canyon Acres Drive. The proposed budget includes additional funding of \$54,000 in FY 2019-20 and \$80,000 in FY 2020-21 to refresh curb striping and legends in several residential zones every three years and along Coast Highway every other year.
- The budget provides funding to accommodate increases in health insurance costs up to 10% per year in both FY 2019-20 and FY 2020-21.

Total proposed General Fund expenditures are \$69.3 million for FY 2019-20 and \$72.2 million for FY 2020-21. Overall, the proposed two-year General Fund budget is balanced with sources of revenue, comprised of taxes, services fees, grants, interest earnings and fund transfers, which exceed expenditures by \$561,600 in FY 2019-20 and \$512,000 in FY 2020-21. The City's General Fund Reserve of 20% remains intact and is equal to approximately \$13 million for FY 2019-20.

#### **IV. STAFFING CHANGES**

The proposed two-year budget includes several staffing changes that include:

- *Administrative Services Department.* Adding an Administrative Analyst with an emphasis in risk management and claims resolution to assist the department in managing general liability and workers compensations claims with the objective of lowering the City's costs, and increasing an Accounting Technician position from part-time to full-time.
- *Water Quality Department.* Adding a Water Quality Construction Inspector to assist the department in meeting the mandatory inspection requirements of new regional water quality permits, and adding a Maintenance Worker in the second year of the two-year budget (FY 2020-21) to improve operational support to the Wastewater System.
- *Community Development Department.* The proposed budget funds the implementation of prior City Council actions to augment staff in the Community Development Department to handle larger development and redevelopment projects and improve services to customers. The positions incorporated include a Senior Principal Planner, a Permit Supervisor/Counter Coordinator, and a Planning Technician.
- *Community Services.* The proposed budget provides for the reclassification of a Recreation Supervisor to a Community Services Supervisor to reflect the enhanced duties of this position related to the relocation of staff to the Community & Senior Center.
- Other personnel changes proposed in the budget are related to the natural advancement of employees in various positions. For example, Administrative Analyst to Senior Administrative Analyst and Associate Planners to Assistant Planners.

This budget proposes a full-time staffing complement of 286 positions across 10 departments. The Police Department remains the largest single department, with the highest number of authorized sworn officers in the history of the department at 52, and a total of 97 full-time positions.

#### **VII. MEASURE LL FUND**

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

The proposed budget includes revenue projections for Measure LL of \$2.7 million in FY 2019-20 and \$2.8 million in FY 2020-21. It also incorporates the service enhancements approved by the City Council on December 13, 2016, and December 11, 2018, which include approximately \$1.2 million annually for new public safety services, \$330,000 for enhanced cleaning and maintenance services, and \$1 million toward utility undergrounding projects. In FY 2020-21, the Measure LL Fund is projected to have \$209,700 in ongoing revenue and \$569,000 in available one-time money that can be used toward other services. Also, the proposed budget includes allocating approximately \$62,000 for the time spent (30%) by the Fire Marshal in performing development plan check functions. This addresses a recommendation made by the Audit Review and Measure LL Oversight Committee.

### **VIII. PARKING FUND**

The Parking Fund includes appropriations of \$3.8 million for parking enforcement, parking facility maintenance, and the downtown parking program. The proposed Parking Fund budget also includes transfers of \$1,519,800 in FY 2019-20 and \$1,473,000 in FY 2020-21 to the Transit Fund; a transfer of \$300,000 each year to the Vehicle Replacement Fund for the future replacement of transit vehicles; and a transfer of \$525,000 to the General Fund each year for the next two years. At the end of FY 2020-21, the Parking Fund is projected to have an ending Fund Balance of approximately \$5.2 million.

The proposed budget assumes no changes in parking fees. Any future increases could require a Coastal Development Permit, which may impact the City's ability to raise parking fees.

### **IX. TRANSIT FUND**

The proposed Transit Fund budget includes funding for Neighborhood Weekday Trolley Services (formally called Mainline Service); Neighborhood Weekend Trolley Services; Summer Festival Trolley Services, Weekend Coastal Trolley Services, Summer Breeze Services, and funding for specialized transit services that address the transportation needs of seniors and persons with disabilities. While a portion of these services are funded under the State Transportation Development Act and the Measure M2 Project V-Community-Based Transit/Circulators grant, the transit system continues to require a subsidy from the Parking Fund of approximately \$1.5 million in both FY 2019-20, and FY 2020-21. This is in addition to the \$300,000 set aside annually from the Parking Fund for the replacement of the transit fleet, which is currently comprised of 25 trolleys, 2 buses, and 1 van, for a total fleet of 28 vehicles.

Currently, the Transit Fund receives approximately \$870,000 in grant funding from the Orange County Transportation Authority (OTCA) through Project V. This grant program provides supplemental funding for several transit services including Summer Breeze (\$90,000), Neighborhood Weekend Trolley Services (\$265,000), and Weekend Coastal Trolley Services (\$500,000). The Project V funding for Weekend Coastal Trolley Services are set to expire at the end of FY 2019-20. City staff is working with OCTA to renew the grant. If the grant is not



renewed, the transfer from the Parking Fund will likely need to be increased to offset the loss in grant revenue or the services will have to be curtailed or stopped.

At the Budget Workshop, staff will present an overview of the Transit programs, possible changes to that program to eliminate or replace routes that are not experiencing reasonable levels of ridership, and an update on the Project V grant.

#### **X. STREET LIGHTING FUND**

The Street Lighting Fund continues to be adequately financed from a dedicated portion of the property tax revenue. Fund revenues are expected to exceed operating costs by more than \$1 million. In the second year of the two-year budget, \$1 million is included to replace streetlights on Coast Highway with more ornamental fixtures. Also, as opportunities arise, funds are allocated from the Street Lighting Fund for related special projects, including the Laguna Canyon Road Master Plan.

#### **XI. GAS TAX FUND**

The proposed budget includes roughly \$3.4 million for street repairs, slurry seal, curb ramp installations, and drainage improvements over the next two years, which should maintain the streets in good condition. The proposed Gas Tax revenues and capital program have been augmented to include the 12-cent Gas Tax increase approved by the State Legislature for road repair. This tax will provide roughly \$3.9 million to the Gas Tax Fund over the next ten years and \$396,000 annually, which can be used for road maintenance and rehabilitation, safety projects, traffic control devices, and transportation facilities.

#### **XII. OPEN SPACE, PARK IN-LIEU, HOUSING IN-LIEU, PARKING IN-LIEU, ART IN-LIEU AND DRAINAGE IN-LIEU FUNDS**

Expenditures from these Funds occur as opportunities present themselves. In the Open Space Fund, a budget of \$20,000 has been included for minor expenditures for the assessment of open space and possible property acquisitions.

#### **XIII. CAPITAL IMPROVEMENT PROGRAM**

The pages at the back of the proposed budget contain the recommended Capital Improvement Program. The proposed budget for capital projects, exclusive of the Wastewater Fund's capital improvement projects, is approximately \$8.6 million for FY 2019-20 and \$9.6 million in FY 2020-21. The Capital Improvement Fund revenue projections also assume modest increases over the next two years.

The major capital projects included in the proposed budget include:

Fiscal Year 2019-20:

- \$2 million contribution for Caltrans Coast Highway Sidewalk Improvements. This project will install sidewalks south of Moss Street to approximately 7<sup>th</sup> Avenue. This represents a portion of the City's \$9.7 million contribution to a \$40 million Caltrans sidewalk replacement project over the next 5-10 years.
- \$1 million to expand the fuel modification program or other fire safety measures. Five of 12 proposed zones have been completed with seven zones remaining.
- \$900,000 set aside for future City facility projects such as replacing Fire Station #4. Similar accruals have been programmed throughout the 10-Year Plan and will accumulate \$2.2 million over the next three years. This funding could also be used for replacement of the South Main Beach Restrooms.

<b><u>TOTALS BY MAJOR CATEGORY</u></b> <b><u>FY 2019-20 AND FY 2020-21 COMBINED</u></b>		
	<b>Dollars</b>	<b>Percentage</b>
Beach Access Improvements	1,650,000	9.0%
Drainage	2,380,000	13.0%
Facilities Rehabilitation and Renovation	1,140,000	6.2%
Fuel Modifications/Fire Safety	1,000,000	5.5%
Future City Facilities	1,400,000	7.7%
Future City Infrastructure	200,000	1.1%
Lighting	1,000,000	5.5%
Parking Facilities	80,000	0.4%
Playground and Parks Renovation	880,000	4.8%
Retaining Walls	150,000	0.8%
Sidewalks	2,870,000	15.7%
Storm Mitigation and Slope Repair	1,310,000	7.2%
Street Improvements and Rehabilitation	4,190,000	23.0%
	<b>\$18,250,000</b>	<b>100%</b>

- \$470,000 to augment the Animal Shelter Creek Erosion Protection project for a total of \$1.57 million.
- \$350,000 for Alison Avenue Storm Drain Improvements. The project includes installation of a new underground storm drain and catch basins along La Mirada Street, Cortez Street, and Katella Street.
- \$100,000 for a *Citywide Playgrounds and Park Renovation Study* to evaluate the condition of the equipment at all City playgrounds and parks. The study will organize a comprehensive approach to assessing the needs for renovations, replacements and improvements at City parks, and the results will be used to prioritize those needs.
- \$200,000 for recommended improvements in the Downtown Action Plan.
- \$300,000 for the rehabilitation of existing city facilities in the areas of electrical, plumbing and irrigation, mechanical, HVAC, and interior finishes.
- \$1.5 million in street maintenance and repair projects funded by the Gas Tax Fund.
- \$100,000 to start the design work on the renovation of Main Beach Park.

Fiscal Year 2020-21:

- \$1.4 million for Anita Street Beach Access Improvements, which will bring the total project budget to \$2.15 million. These improvements will provide code compliant stairs, railings, and viewing platforms.
- \$930,000 for Bolsa Way to St. Ann's Drive Storm Drain Extension. The project will extend the storm drain system from Bolsa Way through private property to connect with an existing storm drain on St. Ann's Drive.
- \$200,000 set aside for future City facility projects.
- \$500,000 for Main Beach Park Renovation. The project includes various landscape and hardscape improvements including ADA improvements, realignment of pathways, replacement of decorative concrete, furniture replacements, and landscape improvements.
- \$1 million for the replacement of Coast Highway Street Lights. This project improves streetscape aesthetics on Coast Highway by replacing standard streetlights with ornamental poles and fixtures.
- \$1.9 million in street repairs which should maintain streets in good condition. The specific projects were highlighted earlier in this letter under the Gas Tax Fund section.

The proposed 10-Year Capital Improvement Program is \$88.9 million and detailed information is provided on pages 220-250.

**XIV. TRANSPORTATION INFRASTRUCTURE FUND**

The Transportation Infrastructure Fund ending balance will be roughly \$100,000 at the end of FY 2020-21. The Fund is expected to receive \$4.5 million in revenue over the next ten years from the Heritage Field El Toro LLC agreement and \$667,000 from Merlone Geier Management, LLC agreement.

**XV. WASTEWATER FUND**

The proposed Wastewater Fund budget provides for maintenance and repairs of the City sewer system and includes a rate increases of 4% for FY 2019-20. Rate increase at least 5% will be needed on an ongoing basis to maintain an aging Coastal Treatment Plant, improve old and deteriorated sewage lift stations, and to continue aggressively pursuing programs to mitigate the impacts of roots in the sewage collection system. The long-term financial plan for the wastewater system is also contingent upon the City and its partners (South Coast Water District and the Emerald Bay Service District) resolving litigation with the Moulton Niguel Water District. The City and its partners prevailed in the first phase of the litigation and efforts are underway to resolve the matter.

At the budget workshop schedule for May 21, 2019, it is anticipated that staff will present a long-term financial plan to address wastewater system needs over the next 12 years. Some of the highlights of the sewer capital improvement plan over the next two years include \$6.7 million in SOCWA Coastal Treatment Plant capital improvements; \$1.4 million for pipeline rehabilitation; and \$2.5 million for reconstruction of the Anita Street Lift Station.

#### **XVI. DISASTER CONTINGENCY FUND**

The Disaster Contingency Fund continues to earn interest bringing the ending balance for this Fund to roughly \$6.5 million at the end of FY 2020-21. There are no expenditures proposed at this time; however, it should be noted that any expenditure from the Disaster Contingency Fund requires four affirmative votes of the City Council and requires that the City use its best efforts to replenish the Fund within thirty-six months following the allocation.

#### **XVII. INTERNAL SERVICE FUNDS**

The Automotive Replacement Fund provides funding to replace the City's vehicles at the end of their useful lives. The proposed two-year budget calls for replacing 10 vehicles including three SUVs with Ford's law-enforcement model called the "Police Interceptor Utility". The useful life of the vehicles is being prolonged as much as possible to minimize costs.

The Insurance Fund consolidates contributions for each departments' cost for general liability coverage, workers' compensation insurance, unemployment insurance, health insurances, long-term disability insurance, and leave payoffs. The costs charged to each department reflect the actual incidence of cost within those departments, i.e., those departments that have higher expenses are charged a higher premium. The proposed budget increases funding for health insurance costs by 10% in both years of the two-year budget and approximately 8% for workers compensation and general liability.

Finally, the Insurance Fund will receive a side-fund loan repayment of \$763,500 in FY 2019-20 and \$784,800 in FY 2020-21. The side-fund loan repayments represent amounts loaned to the General Fund from several City Funds to pay off the City's public safety "side-fund" retirement liability at CalPERS. The entire side-fund loan is expected to paid-off by FY 2023-24.

#### **XVIII. LABOR RELATIONS**

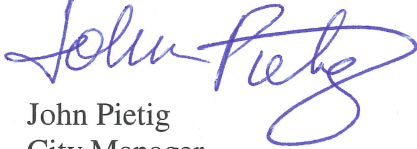
Funding related to current agreements with the City's five employee associations has been incorporated into the proposed budget. Negotiations have already commenced with the Municipal Employees Association and the part-time Lifeguards as these agreements are set to expire on June 30, 2019. Over the next two years, the City's agreement with the Police Employees Association will expire on December 31, 2019, the Police and Fire Management Association will expire on January 29, 2020, and the Fire Association will expire on June 30, 2020. It is expected that salary increases, CalPERS retirement cost increases, and other costs and benefits, will be discussed during labor negotiations.

**XIX. ACKNOWLEDGEMENTS**

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

I would also like to especially thank Director of Administrative Services Gavin Curran and Accountant Andrea Bartlet for their work in preparing the proposed budget.

Respectfully submitted,



John Pietig  
City Manager



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## **PENSIONS**

The City of Laguna Beach has contracted with the California Public Employee Retirement System (CalPERS) for pension benefits since 1945. The City has approximately 277 active and 386 retired employees (members) enrolled in the pension plan. In these plans, members earn service credit towards a lifetime retirement allowance after employment (defined benefit), calculated under a formula which accounts for the employee's years of credited service, the employee's "final compensation" and the employee's age at retirement. For example, with 30 years of service, a "3 at 50" safety pension formula provides 90% of final compensation at age 50, and a "2.5 at 55" non-safety pension formula with 30 years of service provides 75% of final compensation at age 55. The CalPERS Board of Administration has absolute authority and fiduciary responsibility to ensure the integrity of the system, the investment of monies, and the overall administration of CalPERS.

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

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

Currently, the City has one non-pooled Miscellaneous Plan and seven pooled Safety Plans. Per the most recent CalPERS actuarial reports, the unfunded liability for Laguna Beach for all plans is \$64 million and includes Police Safety Plans (unfunded liability of \$19.4 million), Fire Safety plans (unfunded liability of \$15.9 million), Lifeguard Safety Plans (unfunded liability of \$1.5 million), and the Miscellaneous Plans (unfunded liability of \$27.2 million). With few exceptions, the City is contractually obligated to enroll all full-time employees in the CalPERS system. If the City Council wanted to offer an alternative pension plan, CalPERS would require the City to terminate its contract at a cost of \$498 million, which is financially prohibitive.

There have been several events that have contributed to the increase in unfunded liabilities for agencies in the CalPERS system. In 1999, Senate Bill 400 (SB400) passed overwhelmingly permitting more generous pension benefits to employees, both prospectively and retroactively. CalPERS also incurred negative investment returns due to the "dotcom" bubble in 2000, and again in 2008 during the great recession. However, over the past two years, CalPERS has earned more than expected investments returns.

The City Council has been proactive in addressing the City's unfunded pension liability. In 2010, the City Council approved borrowing funds internally to pay off its \$10 million CalPERS "Side Fund" for Police, Fire and Lifeguard safety plans. In 2013, the City Council approved higher employee contributions ranging from 8% to 12% of their salary. In 2014, the City Council approved a strategy to pay approximately \$10 million over five years to accelerate the payoff of the City's unfunded pension liability. These strategies were expected to save the City \$31 million over the next thirty years and significantly reduce the City's unfunded liability over time. This was in addition to the State's own pension reform (PEPRA) legislation and CalPERS requiring higher contribution rates toward unfunded liability and reduced retirement benefits for new employees intended to completely resolve the CalPERS unfunded liability (including Laguna Beach) in about thirty years. Unfortunately, CalPERS has presented cities with a new pension crisis.

On December 21, 2016, based on the expectation of lower investment return rates over the next decade, the CalPERS Board voted to lower the discount rate (investment rate of return) from the current 7.5% to 7% over three years. The impact to the City's budget is an increase in the normal cost by 1% to 3% as a percentage of payroll for miscellaneous plans, and 2% to 5% increase for safety plans. Additionally, the City will see a 30% to 40% increase in its required unfunded liability payment. These increases are phased in over five years beginning in Fiscal Year 2018-19. These additional costs are expected to reach \$3.1 million by FY 2024-25.

In April 2017, to address the CalPERS increases related to the lowering of the discount rate, the City Council approved a new strategy to incrementally appropriate ongoing revenues above budget estimates toward future increases in pension payments with a target of \$2.8 to \$3.1 million by FY 2024-25. Recently, as part of the Long-Term Financial Assessment, the City Council directed staff to continue reviewing new strategies to address rising pension costs. Some of the possible alternative to consider include:

- Consider requesting CalPERS to apply payments to an amortization base that provides more significant savings in the short-term compared to the existing plan.
- Contribute future savings to a Section 115 Trust. This program has the benefit of prefunding a pension reserve account that will help stabilize the impact of increasing pension costs on future budgets.
- Use cash reserves in the General Fund and Vehicle Replacement Fund to pay down the unfunded pension liability. Borrowed funds would be repaid over time, with interest, as the budget impact of the unfunded liability decreases.
- Consider using mid-year savings, if available, for one-time payments toward unfunded pension liabilities.

Staff anticipates returning to the City Council in September 2019 with recommendations related to options described above.

# **INTRODUCTION**

## ***“How to Use This Budget”***

The Proposed Budget for the City of Laguna Beach for fiscal year 2019-20 and 2020-21 was submitted to the City Council by May 1, 2019.

The Introduction follows the City Manager’s Budget Transmittal that accompanied the Proposed Budget. The discussion of issues in the City Manager’s Budget Transmittal refers only to the Proposed Budget as submitted at that time.

This document is divided into five sections:

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

The five sections are preceded by the Exhibit A - Modifications to the Preliminary Budget and the City Manager’s Transmittal. If you are not familiar with the City’s budget, you may wish to review the section on city-wide summaries first. This will provide you with a broad overview of the City’s revenues, expenditures, beginning and ending balances, and it will also assist you in better understanding the issues raised in the Budget Transmittal and modifications to the Proposed Budget.

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

### **Section I: City-Wide Summaries**

This section provides the broadest overview of the Proposed Budget. The first chart, “Beginning and Ending Balances,” shows all of the City’s Funds and indicates the estimated beginning balances, revenues, transfers, expenditures and ending balances. At the top of this chart are shown the City’s operating and capital project Funds and at the bottom the City’s internal service Funds are shown.

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

## **Section II: Revenue Budget**

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

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

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

## **Section III: Expenditure Budget**

### **1. Organization by Department and Division**

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

The chart that appears in the introductory section to the Expenditure Section shows all of the City’s departments and divisions and how they are organized within the Expenditure Section of this budget.

### **2. Internal Service Funds**

The City has two Internal Service Funds, one for vehicle replacement and a second one for insurance and benefits. They are both shown at the end of the Expenditure Budget Section. An Internal Service Fund is a revolving fund which is established to isolate the costs of a particular function and then to allocate those costs to the various operating divisions.

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



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

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

#### **Section IV: Appendix**

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

In the *Expenditure Section* of this budget document, these detailed expenditure budgets are arrayed by *Department and Division*; in this *Appendix Section*, however, the detailed expenditure budgets are arrayed by *Fund*.

#### **Section V: Capital Improvement Program**

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

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

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# Section I

## **City-Wide Summaries**

<b>Beginning &amp; Ending Balances FY 2019-20.....</b>	<b>Page 20</b>
<b>Beginning &amp; Ending Balances FY 2020-21.....</b>	<b>Page 21</b>
<b>Sources &amp; Uses of Funds by Department &amp; Fund FY 2019-20 Chart.....</b>	<b>Page 22</b>
<b>Sources &amp; Uses of Funds by Department &amp; Fund FY 2020-21 Chart.....</b>	<b>Page 23</b>
<b>Sources &amp; Uses of Funds by Department &amp; Fund FY 2019-20 Table.....</b>	<b>Page 24</b>
<b>Sources &amp; Uses of Funds by Department &amp; Fund FY 2020-21 Table.....</b>	<b>Page 25</b>
<b>Capital Improvements by Category.....</b>	<b>Page 26</b>
<b>Ten Year Capital Improvement Program Summary by Project Type.....</b>	<b>Page 27</b>
<b>History of Authorized Positions.....</b>	<b>Page 28</b>
<b>Demographic Information.....</b>	<b>Page 29</b>

# Beginning and Ending Balances

## Fiscal Year 2019-20

# All Funds<sup>1</sup>

	Estimated Beginning Balance July 1, 2019	Estimated Revenues	Transfers In (Out)	Estimated Expenditures	Estimated Ending Balance June 30, 2020
<b><u>Operating and Capital Project Funds</u></b>					
General	\$258,628	\$69,969,000	\$53,000 <sup>2</sup>	69,988,200	\$292,428 <sup>7</sup>
Measure LL	356,595	2,694,800		2,488,100	563,295
Open Space	631,764			20,000	611,764
Capital Improvement	252,321	7,109,000	(160,000) <sup>3</sup>	7,066,600	134,721
Parking Authority	2,951,324	6,798,000	(2,352,500) <sup>4</sup>	3,882,600	3,514,224
Parking in Lieu	920				920
Park in Lieu	26,721				26,721 <sup>6</sup>
Art in Lieu	135,580				135,580
Drainage	70,872				70,872
Housing in Lieu	299,168				299,168
Gas Tax	4,435	1,405,000	160,000	1,550,000	19,435
Street Lighting and Utility	1,476,516	1,755,200		716,200	2,515,516
Wastewater	695,998	14,609,000		13,830,500	1,474,498
Disaster Contingency	6,380,696	100,000			6,480,696
Transportation Infrastructure	102,905	2,000			104,905
Transit	2,000	2,688,900	1,527,500	4,216,400	2,000
<b>Total</b>	<b>13,646,443</b>	<b>107,130,900</b>	<b>(772,000)</b>	<b>103,758,600</b>	<b>16,246,743</b>
<b><u>Internal Service Funds</u></b>					
Insurance	2,686,307	10,957,300	763,500 <sup>5</sup>	10,847,900	3,559,207
Vehicle Replacement	6,580,626	2,484,300	300,000	73,000	9,291,926
<b>Total</b>	<b>\$9,266,933</b>	<b>\$13,441,600</b>	<b>\$1,063,500</b>	<b>\$10,920,900</b>	<b>\$12,851,133</b>

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

<sup>2</sup>Includes a transfers in of \$525,000 from the Parking Authority Fund and a transfer out of \$472,000 to maintain the 20% General Fund reserve.

<sup>3</sup>Includes a transfer out of \$160,000 to Gas Tax Fund.

<sup>4</sup>Includes a transfer out of \$525,000 to the General Fund, a transfer out of \$1,527,500 to the Transit Fund, and a transfer out of \$300,000 to the Vehicle Replacement Fund.

<sup>5</sup>Includes a transfer in of \$763,500 from the principle payment of the Side Fund Loan to be reserved for compensated absences.

<sup>6</sup>The City Council approved a \$500,000 reserve for the South Laguna Community Garden that is not shown in this fund balance. The reserve expires on June 30, 2021.

<sup>7</sup>The City Council approved a goal of a 20% General Fund Operating Reserve equal \$13,172,000 which is not shown in this fund balance. A reserve of \$250,000 to mitigate fluctuations in investment reporting, and a reserve of \$1,720,000 to offset future pension cost increases are not shown in this fund balance.

# Beginning and Ending Balances

## Fiscal Year 2020-21

# All Funds<sup>1</sup>

	Estimated Beginning Balance July 1, 2020	Estimated Revenues	Transfers In (Out)	Estimated Expenditures	Estimated Ending Balance June 30, 2021
<b><u>Operating and Capital Project Funds</u></b>					
General	292,428	\$72,787,000	\$125,000 <sup>2</sup>	72,484,400	\$720,028 <sup>7</sup>
Measure LL	563,295	\$2,837,000		2,635,600	764,695
Open Space	611,764			20,000	591,764
Capital Improvement	134,721	7,394,000	(520,000) <sup>3</sup>	6,786,600	222,121
Parking Authority	3,514,224	7,818,000	(2,311,200) <sup>4</sup>	3,923,200	5,097,824
Parking in Lieu	920				920
Park in Lieu	26,721				26,721 <sup>6</sup>
Art in Lieu	135,580				135,580
Drainage	70,872				70,872
Housing in Lieu	299,168				299,168
Gas Tax	19,435	1,388,000	520,000	1,900,000	27,435
Street Lighting and Utility	2,515,516	1,846,100		1,706,900	2,654,716
Wastewater	1,474,498	14,864,000		14,927,300	1,411,198
Disaster Contingency	6,480,696	100,000			6,580,696
Transportation Infrastructure	104,905	2,000			106,905
Transit	2,000	2,725,200	1,486,200	4,211,400	2,000
<b>Total</b>	<b>16,246,743</b>	<b>111,761,300</b>	<b>(700,000)</b>	<b>108,595,400</b>	<b>18,712,643</b>
<b><u>Internal Service Funds</u></b>					
Insurance	3,559,207	11,752,600	784,800 <sup>5</sup>	11,694,400	4,402,207
Vehicle Replacement	9,291,926	2,484,300	300,000	423,000	11,653,226
<b>Total</b>	<b>\$12,851,133</b>	<b>\$14,236,900</b>	<b>\$1,084,800</b>	<b>\$12,117,400</b>	<b>\$16,055,433</b>

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

<sup>2</sup>Includes a transfers in of \$525,000 from the Parking Authority Fund and \$400,000 to maintain the 20% General Fund Reserve.

<sup>3</sup>Transfer out of \$520,000 to the Gas Tax fund.

<sup>4</sup>Includes a transfer out of \$525,000 to the General Fund, a transfer out of \$1,486,200 to the Transit Fund, and a transfer out of \$300,000 to the Vehicle Replacement Fund.

<sup>5</sup>Includes a transfer in of \$784,800 from the principle payment of the Side Fund Loan to be reserved for compensated absences.

<sup>6</sup>The City Council approved a \$500,000 reserve for the South Laguna Community Garden that is not shown in this fund balance. The reserve expires on June 30, 2021.

<sup>7</sup>The City Council approved a goal of a 20% General Fund Operating Reserve equal \$13,572,000 which is not shown in this fund balance. A reserve of \$250,000 to mitigate fluctuations in investment reporting, and a reserve of \$1,490,000 to offset future pension cost increases are not shown in this fund balance.



Sources & Uses of Funds<sup>1</sup>  
Summary by Department & Fund

All  
Funds

	Total Budget (All Funds)	Total Budget Allocated by Fund																Internal Service Funds	
		General Fund	Measure LL Fund	Open Space	Capital Improvement	Parking Authority	Parking In Lieu	Park In Lieu	Art In Lieu	Drainage Fund	Housing In Lieu	Gas Tax	Street Lighting	Wastewater Fund	Disaster Relief	Transportation Infrastructure	Transit Fund	Vehicle Repl.	Insurance
<b><u>SOURCES OF FUNDS</u></b>																			
BEGINNING BALANCE: July 1, 2019	13,646,443	258,628	356,595	631,764	252,321	2,951,324	920	26,721	135,580	70,872	299,168	4,435	1,476,516	695,998	6,380,696	102,905	2,000	6,580,626	2,686,307
Revenues	107,130,900	69,969,000	2,694,800	0	7,109,000	6,798,000	0	0	0	0	0	1,405,000	1,755,200	14,609,000	100,000	2,000	2,688,900	2,484,300	10,957,300
Transfers: In/(Out)	(772,000)	53,000			(160,000)	(2,352,500)	0	0	0	0	0	160,000					1,527,500	300,000	763,500
TOTAL SOURCES OF FUNDS	120,005,343	70,280,628	3,051,395	631,764	7,201,321	7,396,824	920	26,721	135,580	70,872	299,168	1,569,435	3,231,716	15,304,998	6,480,696	104,905	4,218,400	9,364,926	14,407,107
<b><u>USES OF FUNDS</u></b>																			
City Council (p. 33)	97,600	97,600																	
City Manager (p. 34)	914,900	914,900																	
City Clerk (p. 36)	419,100	419,100																	
City Treasurer (p. 38)	180,600	180,600																	
City Attorney (p. 40)	800,000	800,000																	
Administrative Services (p. 41)	4,675,700	4,655,700		20,000															
Police (p. 53)	20,724,400	19,053,100	583,000			1,088,300													
Fire (p.70)	14,016,000	13,789,400	226,600																
Marine Safety (p. 81)	3,519,300	3,176,600	342,700																
Public Works (p. 87)	30,347,500	12,668,200	1,335,800		7,066,600	2,794,300						1,550,000	716,200				4,216,400		
Water Quality (p. 111)	14,604,100	773,600												13,830,500					
Community Development (p. 122)	6,796,400	6,796,400																	
Community Services (p. 135)	3,656,500	3,656,500																	
Cultural Arts (p. 147)	3,006,500	3,006,500																	
TOTAL USES OF FUNDS	103,758,600	69,988,200	2,488,100	20,000	7,066,600	3,882,600	0	0	0	0	0	1,550,000	716,200	13,830,500	0	0	4,216,400	73,000	10,847,500
ENDING BALANCE: June 30, 2020	16,246,743	292,428	563,295	611,764	134,721	3,514,224	920	26,721	135,580	70,872	299,168	19,435	2,515,516	1,474,498	6,480,696	104,905	2,000	9,291,926	3,559,607

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

Sources & Uses of Funds<sup>1</sup>  
Summary by Department & Fund

All  
Funds

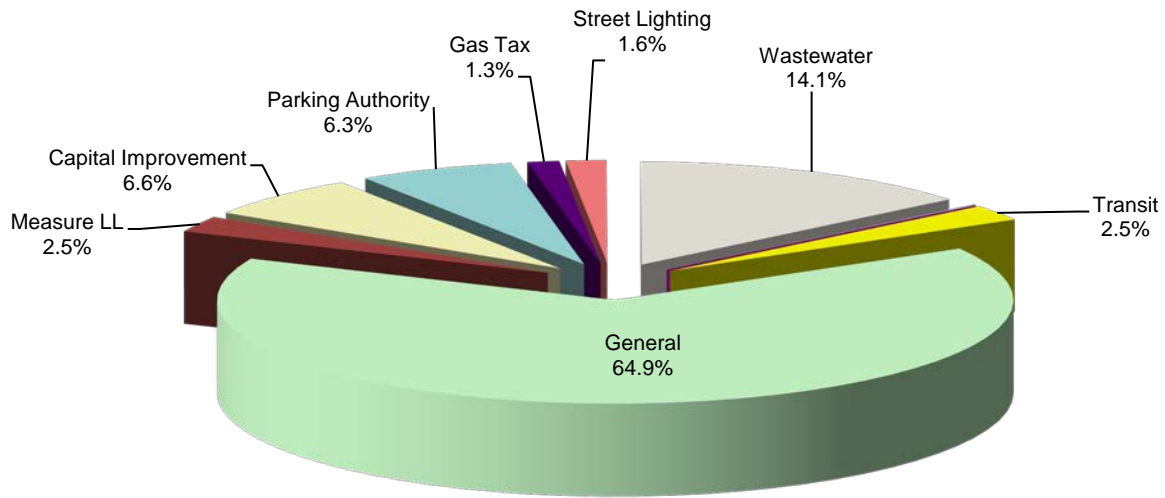
	Total Budget (All Funds)	Total Budget Allocated by Fund																Internal Service Funds	
		General Fund	Measure LL Fund	Open Space	Capital Improvement	Parking Authority	Parking In Lieu	Park In Lieu	Art In Lieu	Drainage Fund	Housing In Lieu	Gas Tax	Street Lighting	Wastewater Fund	Disaster Relief	Transportation Infrastructure	Transit Fund	Vehicle Repl.	Insurance
<b><u>SOURCES OF FUNDS</u></b>																			
BEGINNING BALANCE: July 1, 2020	16,246,743	292,428	563,295	611,764	134,721	3,514,224	920	26,721	135,580	70,872	299,168	19,435	2,515,516	1,474,498	6,480,696	104,905	2,000	9,291,926	3,559,607
Revenues	111,761,300	72,787,000	2,837,000		7,394,000	7,818,000						1,388,000	1,846,100	14,864,000	100,000	2,000	2,725,200	2,484,300	11,752,600
Transfers: In/(Out)	(700,000)	125,000			(520,000)	(2,311,200)						520,000			0		1,486,200	300,000	784,800
TOTAL SOURCES OF FUNDS	127,308,043	73,204,428	3,400,295	611,764	7,008,721	9,021,024	920	26,721	135,580	70,872	299,168	1,927,435	4,361,616	16,338,498	6,580,696	106,905	4,213,400	12,076,226	16,097,007
<b><u>USES OF FUNDS</u></b>																			
City Council (p. 33)	97,800	97,800																	
City Manager (p. 34)	966,500	966,500																	
City Clerk (p. 36)	474,200	474,200																	
City Treasurer (p. 38)	186,500	186,500																	
City Attorney (p. 40)	800,000	800,000																	
Administrative Services (p. 41)	5,119,800	5,099,800		20,000															
Police (p. 53)	21,499,000	19,802,700	592,500			1,103,800													
Fire (p.70)	14,603,500	14,253,400	350,100																
Marine Safety (p. 81)	3,656,800	3,306,600	350,200																
Public Works (p. 87)	31,795,100	13,028,000	1,342,800		6,786,600	2,819,400						1,900,000	1,706,900				4,211,400		
Water Quality (p. 111)	15,615,200	687,900												14,927,300					
Community Development (p. 122)	6,843,300	6,843,300																	
Community Services (p. 135)	3,782,700	3,782,700																	
Cultural Arts (p. 147)	3,155,000	3,155,000																	
TOTAL USES OF FUNDS	108,595,400	72,484,400	2,635,600	20,000	6,786,600	3,923,200	0	0	0	0	0	1,900,000	1,706,900	14,927,300	0	0	4,211,400	423,000	11,694,400
ENDING BALANCE: June 30, 2021	18,712,643	720,028	764,695	591,764	222,121	5,097,824	920	26,721	135,580	70,872	299,168	27,435	2,654,716	1,411,198	6,580,696	106,905	2,000	11,653,226	4,402,607

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

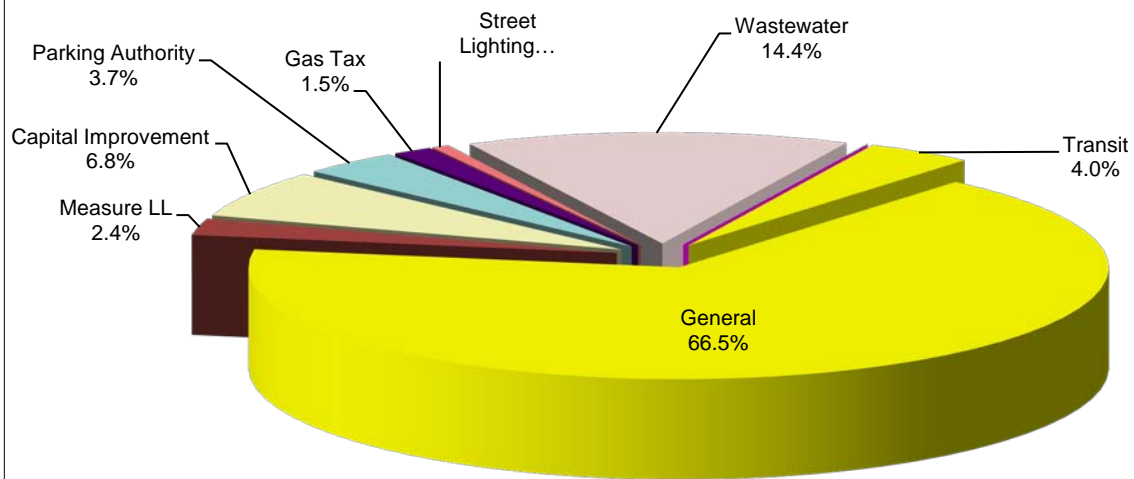
## Sources & Uses of Funds<sup>1</sup>

## All Funds

### Revenue Source by Fund FY 2019-20



### Expenditures by Fund FY 2019-20

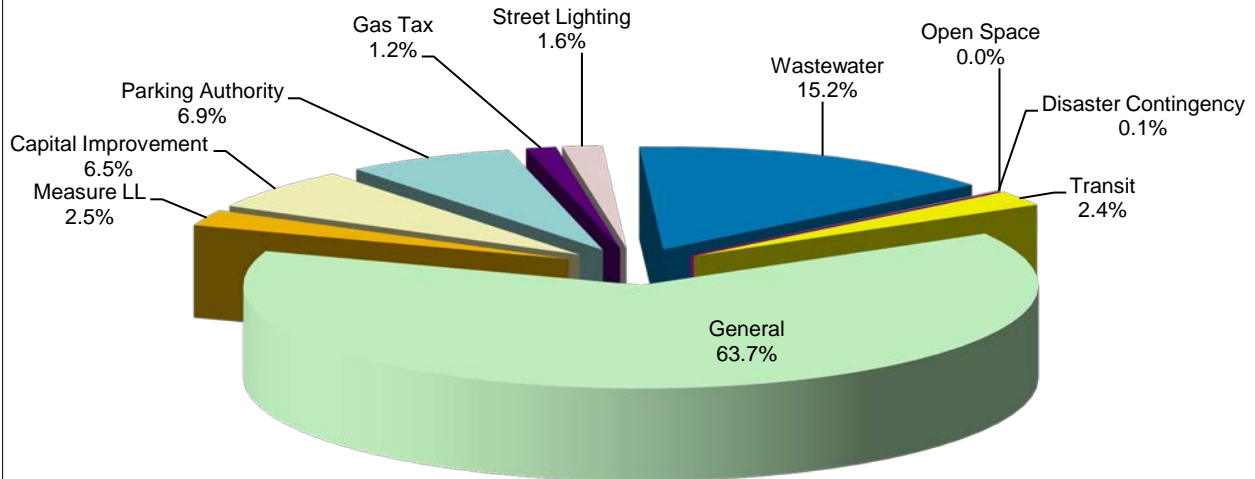


<sup>1</sup> Includes all operating and capital project funds. Excludes trust and agency, carryover, contingency reserves, and special assessment district funds.

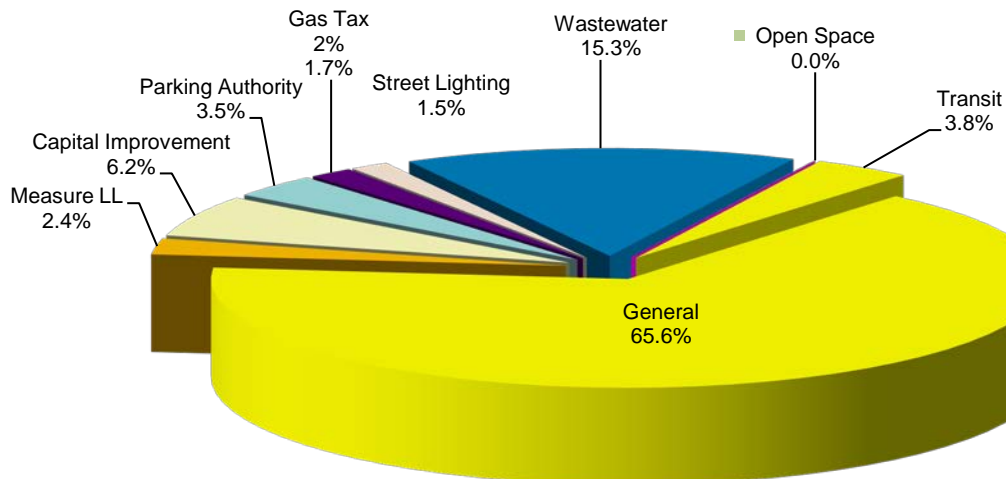
## Sources & Uses of Funds<sup>1</sup>

## All Funds

### Revenue Source by Fund FY 2020-21

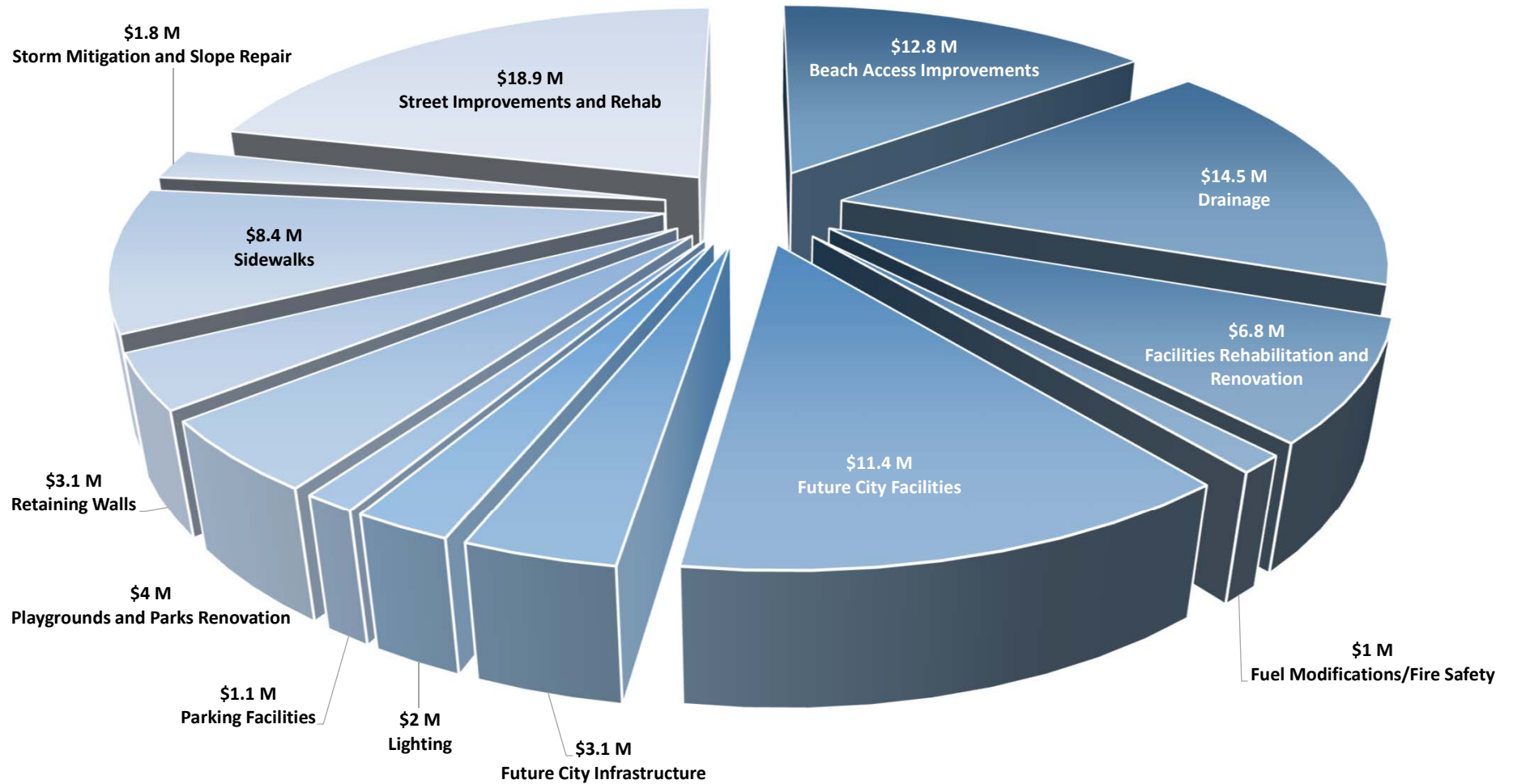


### Expenditures by Fund FY 2020-21



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

# 10 Year Capital Improvements by Category FY 19/20 - 28/29 Total \$88.9 Million (M)



Fiscal Years 2019/20-2028/29  
**10 YEAR CIP SUMMARY BY PROJECT TYPE**

PROJECT TYPE	Current YR FY 18/19	Year 1 FY 19/20	Year 2 FY 20/21	Year 3 FY 21/22	Year 4 FY 22/23	Year 5 FY 23/24	Year 6 FY 24/25	Year 7 FY 25/26	Year 8 FY 26/27	Year 9 FY 27/28	Year 10 FY 28/29	10 Year CIP TOTALS:
Beach Access Improvements	\$ 700,000		\$ 1,650,000	\$ 1,660,000	\$ 2,250,000	\$ 1,350,000	\$ 1,400,000	\$ 1,400,000	\$ 1,850,000	\$ 1,200,000		\$ 13,460,000 13%
Drainage	\$ 2,350,000	\$ 650,000	\$ 1,730,000	\$ 1,880,000	\$ 700,000	\$ 1,400,000	\$ 1,200,000	\$ 2,700,000	\$ 1,250,000	\$ 600,000	\$ 2,400,000	\$ 16,860,000 16%
Facilities Rehabilitation and Renovation	\$ 330,000	\$ 840,000	\$ 300,000	\$ 700,000	\$ 300,000	\$ 400,000	\$ 700,000	\$ 500,000	\$ 1,500,000	\$ 800,000	\$ 800,000	\$ 7,170,000 7%
Fuel Modifications/ Fire Safety		\$ 1,000,000										\$ 1,000,000 1%
Future City Facilities	\$ 800,000	\$ 900,000	\$ 500,000	\$ 850,000	\$ 1,600,000	\$ 600,000	\$ 700,000	\$ 1,000,000	\$ 1,200,000	\$ 2,000,000	\$ 2,000,000	\$ 12,150,000 12%
Future City Infrastructure	\$ 425,000		\$ 200,000	\$ 400,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 3,525,000 3%
Lighting			\$ 1,000,000	\$ 1,000,000								\$ 2,000,000 2%
Parking Facilities			\$ 80,000	\$ 750,000						\$ 50,000	\$ 200,000	\$ 1,080,000 1%
Playgrounds and Parks Renovation		\$ 200,000	\$ 680,000	\$ 750,000	\$ 400,000	\$ 400,000	\$ 50,000	\$ 300,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 3,980,000 4%
Retaining Walls	\$ 200,000		\$ 150,000		\$ 300,000	\$ 1,350,000	\$ 800,000	\$ 500,000				\$ 3,300,000 3%
Sidewalks	\$ 8,280,000	\$ 2,420,000	\$ 450,000		\$ 650,000	\$ 700,000	\$ 1,900,000	\$ 350,000	\$ 600,000	\$ 1,350,000		\$ 16,700,000 16%
Storm Mitigation and Slope Repair	\$ 1,102,500	\$ 670,000	\$ 640,000	\$ 120,000	\$ 400,000							\$ 2,932,500 3%
Street Improvements and Rehab	\$ 1,905,000	\$ 1,910,000	\$ 2,280,000	\$ 1,400,000	\$ 1,700,000	\$ 2,250,000	\$ 1,700,000	\$ 1,850,000	\$ 1,400,000	\$ 1,600,000	\$ 2,800,000	\$ 20,795,000 20%
<b>TOTALS:</b>	<b>\$ 16,092,500</b>	<b>\$ 8,590,000</b>	<b>\$ 9,660,000</b>	<b>\$ 9,510,000</b>	<b>\$ 8,600,000</b>	<b>\$ 8,750,000</b>	<b>\$ 8,750,000</b>	<b>\$ 9,000,000</b>	<b>\$ 8,600,000</b>	<b>\$ 8,400,000</b>	<b>\$ 9,000,000</b>	<b>\$ 104,952,500</b>



## History of Authorized Full Time Positions

Fiscal Year	City Clerk	City Manager	City Treas.	Admin. Services	Police*	Fire	Marine Safety	Public Works	Water Quality	Comm Devel.	Comm. Service	Cultural Arts	Total
78-79	1	2	1	10	65	31	3	59		16	3		190.800
83-84	2	2	0.5	9	66	35	3	50		14	3.5		185.000
84-85	2	2	0.5	9	66	35	3	50		14.5	4.2		186.200
85-86	2	2	0.5	9	67	35	3	49		16.6	4.2		187.800
86-87	2	2	0.5	9	68	35	3	50		16.6	4.2		189.800
87-88	2	2	0.5	9	67	34	3	48		17.0	3.8		186.300
88-89	2	2	0.5	9	75	40	3	52		21	3.8		208.300
89-90	2	2	0.5	10	77	40	3	53		21	3.8		212.300
90-91	2	2	0.5	9	79	43	3	57		22.6	4.8		222.850
91-92	2	2	0.5	9	79	43	3	58		22.6	4.8		223.900
92-93	2	2	0.5	9	79	40	3	58		21.6	4.8		219.900
93-94	2	2	0.5	8.6	77	36	3	56		20.1	4.8		210.000
94-95	2	2	0.5	8.6	77	42	3	54		20.1	4.8		214.000
95-96	2	2	0.5	8.6	79	43	3	52		19.1	4.75		213.950
96-97	2	2	0.5	9	79.5	43	3	49		19	4.75		211.750
97-98	2	2	0.5	9.4	81	43	3	49		20.03	5.25		215.180
98-99	2	2	0.5	9.5	82	43	3	50		20.2	5.75		217.950
99-00	2	2	0.5	9.5	82	43	3	50		21.4	6.75		220.150
00-01	2	2	0.5	10.5	84	44	4	55		21.4	6.75		230.150
01-02	2	2	0.5	10.5	85	44	4	66		22.6	6.75		243.350
02-03	2	3	0.5	11.6	86	44	4	69		23.6	6.75		250.450
03-04	2	3	0.625	12	86	41	4	54	15	23.6	6.5	1	248.725
04-05	2	3	0.625	12	86	40.75	5	56	15	24	6.5	1	251.875
05-06	2	3	0.625	12.4	86	41	5	56	15	24	6.5	1	252.525
06-07	2	3	0.625	12.4	86	41	6	56	15	26	6.5	1	255.525
07-08	2	3	0.625	12.4	86	41	8	56	15	26	6.5	1	257.525
08-09	2	3	0.625	12.4	85	41	8	57	15	29	6.65	1	260.675
09-10	2	3	0.625	12.4	85	41	8	55	15	28	6.65	1	257.675
10-11	2	3	0.625	12.4	84	41	7.6	54	15	27	6.75	1	254.375
11-12	2	3	0.625	12	84	41	7.5	51	15	26.5	6.75	1	250.375
12-13	2	3	0.625	12	84	41	7.5	50	15	26.5	6.75	1	249.375
13-14	2	3	0.625	12	84	41	7.6	51	15	27	6.75	1	250.975
14-15	2	3	0.625	12	86	41	8	51	15	28	6.75	1	254.375
15-16	2	4	0.625	12.1	87	41	8	54.6	15	30	5	1	260.325
16-17	2	4	0.625	12.1	87	41	8	54.6	15	30	5	1	260.325
17-18	2	4	0.625	13.6	95	41	8	56	15	32	5	1	273.225
18-19	2	4	0.625	13.6	95	41	8	56	15	32	5	1	273.225
19-20	2	4	0.625	16	94	42	8	57	16	35	5	2	281.625
20-21	2	4	0.625	16	94	42	8	57	17	35	5	2	282.625
<i>Measure LL Positions:</i>													
19-20					3	1	2	1					7
20-21					3	1	2	1					7

# City of Laguna Beach Demographic Information

Source: United States Census Bureau

		Census Report
<b>2017 Population Estimates</b>	<b>23,147</b>	1
<b>Persons under 18 years, percent</b>	<b>17.2%</b>	2
<b>Persons 65 years and over, percent</b>	<b>22.9%</b>	2
<b>Veterans</b>	<b>1,354</b>	3
<b>Land Area in square miles, 2010</b>	<b>8.85</b>	4
<b>Population per square mile, 2010</b>	<b>2,567.6</b>	5
<b>Per Capita Income in past 12 months, 2013-2017</b>	<b>\$88,016</b>	3
<b>Male Median Income</b>	<b>\$83,091</b>	3
<b>Female Median Income</b>	<b>\$45,505</b>	3
<b>Persons in poverty, percent</b>	<b>6.60%</b>	3
<b>Persons who are high school graduates or higher, percent</b>	<b>96.80%</b>	3
<b>Persons with a Bachelor's degree or higher, percent</b>	<b>65.30%</b>	3
<b>Persons without health insurance, percent</b>	<b>4.70%</b>	3
<b>Median Household Income</b>	<b>\$117,586</b>	3
<b>Median Housing Value</b>	<b>\$1,570,700</b>	3
<b>Total Housing Units</b>	<b>13,180</b>	3
<b>Owner-occupied housing unit rate. 2013-2017</b>	<b>62.5%</b>	3
<b>Households with a broadband Internet subscription, percent</b>	<b>91.60%</b>	3
<b>Number of Companies</b>	<b>4,944</b>	6
<b>In civilian labor force, total, 16 years+, 2013-2017, percent</b>	<b>63.6%</b>	3
<b>In civilian labor force, female, 16 years+, 2013-2017, percent</b>	<b>56.6%</b>	3
<b>Total accommodation and food services sales</b>	<b>\$251,224,000</b>	7
<b>Total manufacturers shipments, 2012</b>	<b>\$31,873,000</b>	7
<b>Total retail sales, 2012</b>	<b>\$202,302,000</b>	7
<b>Total retail sales per capita, 2012</b>	<b>\$8,729</b>	7

Source: United States Census Bureau, Reports, as of 4.15.2019

1. Vintage 2017 Population Estimates

2. U.S. Census Bureau, Population Estimates Program

3. 2013-2017 American Community Survey 5-Year Estimates

4. U.S. Census Bureau, data file from Geography Division based on the TIGER/Geographic Identification Code Scheme computer file. Land area updated every 10 years.

5. U.S. Census Bureau, Census of Population and Housing. Land area is based on current information in the TIGER® data base, calculated for use with Census 2010.

6. 2012 Survey of Business Owners: Company Summary

7. Economic Census, 2012.

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## Section II

### **Revenues**

<b>Revenue Summary.....</b>	<b>Page 32</b>
<b>General Fund Analysis Charts.....</b>	<b>Page 34</b>
<b>All Funds Analysis Charts.....</b>	<b>Page 38</b>
<b>Revenue Detail.....</b>	<b>Page 40</b>
<b>Description of Key Revenue Sources.....</b>	<b>Page 47</b>
<b>In Lieu Contributions – Use of Money.....</b>	<b>Page 49</b>

# Revenue Summary

## Fiscal Year 2019-20 & 2020-21

# All Funds

	<u>FY 2019-20</u>	<u>% of Total</u>	<u>FY 2020-21</u>	<u>% of Total</u>
<b>General Fund</b>				
Property Tax	\$39,374,000		\$41,473,000	
Sales Tax	6,005,000		6,130,000	
Transient Occupancy Tax	8,110,000		8,530,000	
Business License Tax	960,000		960,000	
Other Taxes	1,250,000		1,250,000	
Licenses & Permits	1,467,000		1,467,000	
Citations	25,000		25,000	
Use of Money & Property	1,640,000		1,619,000	
Revenue from Other Agencies	1,366,500		1,366,500	
Charges for Current Services	9,334,000		9,529,000	
Reimbursements & Contributions	383,500		383,500	
Other Revenue	54,000		54,000	
Subtotal General Fund	<b>69,969,000</b>	66.34%	<b>72,787,000</b>	65.13%
<b>Measurre LL Fund</b>	<b>2,694,800</b>	2.52%	<b>2,837,000</b>	2.54%
<b>Capital Improvement Fund</b>				
Transient Occupancy Tax	5,170,000		5,455,000	
Parking & Other Fines	1,028,000		1,028,000	
Real Property Transfer Tax	760,000		760,000	
Building Construction Tax	150,000		150,000	
Other Revenue	1,000		1,000	
Subtotal Capital Improvement	<b>7,109,000</b>	6.64%	<b>7,394,000</b>	6.62%
<b>Parking Authority Fund</b>				
Parking Lots & Meters	6,668,000		6,668,000	
Parking Permits	100,000		1,120,000	
Other Revenue	30,000		30,000	
Subtotal Parking Authority Fund	<b>6,798,000</b>	6.35%	<b>7,818,000</b>	7.00%
<b>Gas Tax Fund</b>	<b>1,405,000</b>	1.31%	<b>1,388,000</b>	1.24%
<b>Street Lighting Fund</b>	<b>1,755,200</b>	1.64%	<b>1,846,100</b>	1.65%
<b>Wastewater Fund</b>				
Wastewater Service Charges	8,706,000		9,231,000	
Other Revenue	1,115,000		15,000	
State Loan	4,788,000		5,618,000	

# Revenue Summary

## *Fiscal Year 2019-20 & 2020-21*

# All Funds

	<u>FY 2019-20</u>	<u>% of Total</u>	<u>FY 2020-21</u>	<u>% of Total</u>
Subtotal Wastewater Fund	<b>14,609,000</b>	13.64%	<b>14,864,000</b>	13.30%
<b>Disaster Contingency Fund</b>	<b>100,000</b>	0.09%	<b>100,000</b>	0.09%
<b>Transportation Infrastructure</b>	<b>2,000</b>	0.00%	<b>2,000</b>	0.00%
<b>Transit Fund</b>				
State Grants	1,200,700		1,237,000	
Bus Fares & Other Income	189,500		189,500	
Revenue from Other Agencies	1,188,700		1,188,700	
Parking Authority Fund Subsidy	<u>110,000</u>		<u>110,000</u>	
Subtotal Transit Fund	<b>2,688,900</b>	2.51%	<b>2,725,200</b>	2.44%
<b>TOTAL ALL REVENUES</b>	<u><b>\$107,130,900</b></u>	<b>100%</b>	<u><b>\$111,761,300</b></u>	<b>100.00%</b>

# Revenue Detail

## Fiscal Year 2019-20 & 2020-21

# All Funds

Object	Account Title	Actual 2017-18	Adopted Budget 2018-19	Revised Estimate 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>110</b>	<b>GENERAL FUND</b>					
	<b><u>Property Tax</u></b>					
3010	Current Secured	\$30,769,937	\$31,300,000	\$32,450,000	\$34,252,000	\$36,151,000
3015	Public Utility	280,795	260,000	323,900	260,000	260,000
3020	Current Unsecured	1,010,403	900,000	1,026,900	950,000	950,000
3025	Supplemental Apportionment	1,010,277	250,000	658,300	250,000	250,000
3030	Prior Years	193,803	220,000	220,000	220,000	220,000
3040	Other Property Taxes	4,208	2,000	2,000	2,000	2,000
3050	Interest & Penalties - Delinquencies	94,316	90,000	90,000	90,000	90,000
3080	In Lieu of VLF	2,979,477	2,970,000	3,152,000	3,350,000	3,550,000
	Subtotal	36,343,216	35,992,000	37,923,100	39,374,000	41,473,000
	<b><u>Other Taxes</u></b>					
3101	Sales Tax - General	5,327,744	5,720,000	5,500,000	5,610,000	5,725,000
3103	Sales Tax - Public Safety	363,526	361,000	387,000	395,000	405,000
3112	Transient Occupancy Tax	7,186,088	6,760,000	7,211,000	7,610,000	8,030,000
3114	TOT-Short Term Lodging	447,799	400,000	500,000	500,000	500,000
3118	Franchise Tax - Trash	210,123	200,000	199,000	210,000	210,000
3119	Franchise Tax - Cable TV	645,870	640,000	640,000	640,000	640,000
3120	Franchise Tax - Natural Gas	70,294	90,000	90,000	90,000	90,000
3121	Franchise Tax - Electricity	285,912	310,000	300,000	310,000	310,000
3135	Business License Tax	987,173	900,000	950,000	960,000	960,000
	Subtotal	15,524,530	15,381,000	15,777,000	16,325,000	16,870,000
	<b><u>Licenses and Permits</u></b>					
3137	AB 1379 State Fee			7,500	7,000	7,000
3300	Animal Licenses	110,837	45,000	90,000	90,000	90,000
3310	Building Permits	1,142,792	1,100,000	1,000,000	1,050,000	1,050,000
3312	Strong Motion Impact Program			2,200	2,000	2,000
3313	Plumbing Permits	46,132	50,000	45,000	50,000	50,000
3316	Electric Permits	79,440	70,000	60,000	63,000	63,000
3319	Mechanical Permits	46,772	49,000	45,000	50,000	50,000
3320	Coastal Development Permits	52,384	70,000	70,000	80,000	80,000
3328	Public Works Permits	10,380	5,000	10,000	10,000	10,000
3335	Grading Permits	2,541	2,000	2,000	2,000	2,000
3340	Temporary Use Permits	6,555	6,000	4,000	5,000	5,000
3345	Conditional Use Permits	31,560	20,000	20,000	23,000	23,000
3350	Encroachment Permits	11,653	6,000	10,000	12,000	12,000
3360	Alarm Permits	22,340	23,200	22,000	22,000	22,000
	Subtotal	1,563,385	1,446,200	1,388,700	1,467,000	1,467,000
	<b><u>Fines and Penalties</u></b>					
3440	Citations - Code Enforcement	7,050	35,000	24,000	24,000	24,000
3441	Citations - Water Quality	500	3,000	2,000	1,000	1,000
	Subtotal	7,550	38,000	26,000	25,000	25,000
	<b><u>Use of Money and Property</u></b>					
3500	Investment Earnings	113,522	1,000,000	1,100,000	1,100,000	1,100,000
3501	Interest on Side Fund Loan	134,355	114,000	114,000	93,000	72,000
3510	Rent - Community Center	7,832	15,000	12,000	11,000	11,000
3511	Rent-Veterans Memorial Comm.Center	63,000	42,000	42,000	42,000	42,000
3512	Lease-Food Pantry	11,808	12,000	12,000	12,000	12,000
3515	Rent - Festival of Arts	259,020	250,000	260,000	260,000	260,000
3530	Rent - Moulton Playhouse	17,315	15,000	15,000	15,000	15,000
3540	Rent - Anneliese Pre-School	68,569	82,000	82,000	82,000	82,000

# Revenue Detail

## Fiscal Year 2019-20 & 2020-21

# All Funds

Object	Account Title	Actual 2017-18	Adopted Budget 2018-19	Revised Estimate 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
3550	Rent - Miscellaneous	29,996	15,000	25,000	25,000	25,000
	Subtotal	705,417	1,545,000	1,662,000	1,640,000	1,619,000
	<b><u>From Other Agencies</u></b>					
3601	Motor Vehicle In-Lieu Tax					
3615	Homeowners Property Tax Relief	184,176	190,000	190,000	190,000	190,000
3635	Peace Officers Standards & Training	40,403	15,000	19,000	19,000	19,000
3636	POST - Fire	10,384	5,000	15,000	15,000	15,000
3685	HEAP Grant				454,500	454,500
3690	Mutual Aid Contract	857,166	200,000	400,000	250,000	250,000
	<b><u>State Grants:</u></b>					
3640	Recycling-State	39,348	6,700	6,700	5,000	5,000
3641	Used Oil Recycling Block		5,000	7,000	7,000	7,000
3650	COPS	148,746	100,000	100,000	100,000	100,000
3659	OTS DUI Check Points	74,820	139,000	139,000		
3768	Solid Waste Landfills	90,446	99,800	99,000	100,000	100,000
3810	Community Development Block Grant	118,150	118,100	125,900	126,000	126,000
3874	Auto Theft Task Force	65,364	100,000	100,000	100,000	100,000
	<b><u>Federal Grants:</u></b>					
3661	UASI Grant-PD	34,727		25,000		
3669	Alcohol Beverage Control	2,681		7,000		
3674	FEMA Fire Homeland Security	41,153		6,500		
3752	Hazard Mitigation Plan	46,464		52,000		
3761	DO Police Vest Grant	7,514				
3867	Emergency Mgmt Perf Grant	3,397		3,000		
3875	FEMA Reimbursement	78,981		16,000		
	Subtotal	1,843,920	839,600	1,311,100	1,366,500	1,366,500
	<b><u>Charges for Current Services</u></b>					
3901	Variance	91,963	150,000	55,000	64,000	64,000
3907	Plan Check Fees - Building	643,745	800,000	650,000	685,000	685,000
3908	Water Quality Inspection Fees	215,959	50,000	112,000	112,000	112,000
3909	Plan Check Fees - Zoning	193,441	200,000	186,000	215,000	215,000
3910	Design Review	614,791	700,000	650,000	925,000	925,000
3912	Plan Check Fee - Plumbing	1,936		3,000	2,000	2,000
3915	Subdivision Fees	941	10,000	21,000	23,000	23,000
3930	Real Property Report	183,085	190,000	218,500	220,000	220,000
3935	Design Review Appeals	11,100	15,000	15,000	15,000	15,000
3939	Document Retention Fee	40,940	40,000	40,000	40,000	40,000
3940	Other Filing & Permit Fees	69,542	70,000	103,500	105,000	105,000
3942	Use & Occupancy Inspection Fees	32,265	30,000	34,500	35,000	35,000
3944	Floor Area Fee - Diamond/Crestview	2,788	1,000	1,150	1,000	1,000
3955	Special Policing Fees	11,630	35,000	17,000	17,000	17,000
3956	False Alarm Fees	30,958	23,000	25,000	25,000	25,000
3957	Finger Printing	1,845	2,200	5,000	5,000	5,000
3958	Police Accident Reports	14,994	11,000	15,000	15,000	15,000
3960	Vehicle Towing & Release Fees	59,215	61,700	60,000	60,000	60,000
3962	Police Evidence Money	4,325	1,200	1,000	1,000	1,000
3963	Police Booking Fees	39,332	74,000	50,000	50,000	50,000
3965	Animal Services - Laguna Woods	100,377	100,000	100,000	100,000	100,000
3970	Animal Shelter Fees	16,711	17,000	16,000	16,000	16,000
3978	Weed & Lot Cleaning	42,631	15,000	19,000	19,000	19,000



## Revenue Detail

### Fiscal Year 2019-20 & 2020-21

## All Funds

Object	Account Title	Actual 2017-18	Adopted Budget 2018-19	Revised Estimate 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
3980	Landscape Development Fee	59,280	50,000	56,000	56,000	56,000
3990	C & D Administration Fees	4,850	3,000	4,000	4,000	4,000
4003	Business Improvement District	2,525,255	2,400,000	2,589,000	2,719,000	2,857,000
4005	Refuse Service Charges	2,121,876	2,195,000	2,195,000	2,250,000	2,307,000
4008	Misc Refuse/Recycling Revenue	170,536		34,000	33,000	33,000
4010	Paramedic Non-Resident Fees	25,227	78,000	78,000	78,000	78,000
4011	Paramedic Medical Supplies Fees	25,994	25,000	65,000	64,000	64,000
4012	Swimming Pool Classes	183,853	160,000	226,000	225,000	225,000
4013	Swimming Pool Use Fees	32,294	40,000	40,000	41,000	41,000
4014	Marine Safety Beach Classes	86,957	111,000	141,000	140,000	140,000
4020	Recreation - Social & Cultural	507,988	500,000	576,000	575,000	575,000
4024	Recreation - Adult Softball	13,292	15,000	9,000	8,000	8,000
4030	Recreation - Misc. Sports Programs	271,881	240,000	126,000	125,000	125,000
4038	Recreation - Special Programs	6,931	10,000	11,000	10,000	10,000
4040	Passport to Laguna Tickets	16,956		14,000	13,000	13,000
4042	Recreation - Park Weddings	79,132	75,000	100,000	99,000	99,000
4043	Recreation - Film Permits	69,390	35,000	89,000	88,000	88,000
4044	Recreation - Miscellaneous Fees	4,895	1,000	5,000	5,000	5,000
4130	Lifeguard Services - Private Beaches	14,972	28,000	30,000	29,000	29,000
4140	Sale of Maps, Books & Copying	20,205	5,000	3,000	2,000	2,000
4150	Assessment District Service Fees	330	20,000	20,000	20,000	20,000
	Subtotal	8,669,406	8,587,100	8,808,650	9,334,000	9,529,000
<b>Other Revenue</b>						
4202	Sale of Real & Personal Property	4,249		1,500		
4220	Police Auction	4,656	2,000	1,000	2,000	2,000
4229	Subpoenas	21,026	36,700	25,000	37,000	37,000
4230	Miscellaneous Income	20,950	15,000	15,000	15,000	15,000
	Subtotal	50,881	53,700	42,500	54,000	54,000
<b>Reimbursements &amp; Contributions</b>						
Reimbursements:						
4001	Principal-Side Fund Loan					
4008	Recycling Revenue					
4045	Recreation - Administrative Fees	50,139	60,000	50,000	50,000	50,000
4060	Solid Waste Contractual	114,189	50,000	70,000	70,000	70,000
4303	Lifeguard Training - SA College	16,142	15,000	15,000	15,000	15,000
4312	Other Agencies	7,666		50,000		
4314	Festival of Arts Parking Plan	50,709	32,000	68,000	68,000	68,000
4320	Workers' Compensation Insurance	36,502	118,000	118,000	120,000	120,000
4330	Property Damage	37,879	7,000	10,000	10,000	10,000
4357	LB School District	57,055	53,000	40,000	40,000	40,000
4360	Miscellaneous	111,529	10,000	70,000	10,000	10,000
Contributions:						
4059	Homeless Meters	1,219	1,500	500	500	500
4370	Non-Government Sources		5,000			
4375	Animal Shelter	9,331		10,000		
	Subtotal	492,360	351,500	501,500	383,500	383,500
<b>GENERAL FUND TOTAL</b>		<b>\$65,200,665</b>	<b>\$64,234,100</b>	<b>\$67,440,550</b>	<b>\$69,969,000</b>	<b>\$72,787,000</b>

# Revenue Detail

## Fiscal Year 2019-20 & 2020-21

# All Funds

Object	Account Title	Actual 2017-18	Adopted Budget 2018-19	Revised Estimate 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>113</b>	<b>MEASURE LL FUND</b>					
3112	Transient Occupancy Tax	\$2,449,205	\$2,288,000	\$2,556,000	\$2,694,800	\$2,837,000
	<b>OPEN SPACE FUND TOTAL</b>	<b>\$2,449,205</b>	<b>\$2,288,000</b>	<b>\$2,556,000</b>	<b>\$2,694,800</b>	<b>\$2,837,000</b>
<b>116</b>	<b>CAPITAL IMPROVEMENT FUND</b>					
3113	Transient Occupancy Tax	\$4,624,954	\$4,900,000	\$4,900,000	\$5,170,000	\$5,455,000
3138	Real Property Transfer Tax	762,239	565,000	681,000	760,000	760,000
3144	Building Construction Tax	147,903	150,000	150,000	150,000	150,000
3410	Vehicle Code Fines	133,085	150,000	140,000	140,000	140,000
3415	Municipal Code Fines - Other	24,188	20,000	20,000	20,000	20,000
3420	Municipal Code Fines - Parking	543,062	700,000	668,000	668,000	668,000
3422	Municipal Code Fines - DMV	150,356	160,000	150,000	150,000	150,000
3442	Administrative Citations - Police	63,775	3,000	50,000	50,000	50,000
3959	Auto Immobilization Fee	3,130	1,000	1,000	1,000	1,000
	<b>CAPITAL IMPROVEMENT FUND TOTAL</b>	<b>\$6,452,693</b>	<b>\$6,649,000</b>	<b>\$6,760,000</b>	<b>\$7,109,000</b>	<b>\$7,394,000</b>
<b>118</b>	<b>PARKING AUTHORITY FUND</b>					
	Parking Meter Zones		\$4,265,000		\$4,280,000	\$4,280,000
	Parking Lot Meters & Fees		2,286,000		2,388,000	2,388,000
4084	Parking Permits		1,050,000		100,000	1,120,000
4142	Electric Vehicle Charging Station		7,000			
4231	Parking Meter Bag		20,000		30,000	30,000
	<b>PARKING AUTHORITY FUND TOTAL</b>	<b>\$0</b>	<b>\$7,628,000</b>	<b>\$0</b>	<b>\$6,798,000</b>	<b>\$7,818,000</b>
<b>119</b>	<b>Transportation Infrastructure Fund</b>					
3500	Investment Earnings		\$15,000		\$2,000	\$2,000
	<b>Transportation Infrastructure Fund</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$2,000</b>	<b>\$2,000</b>
<b>120</b>	<b>PARKING IN-LIEU FUND</b>					
3500	Investment Earnings	\$16				
	<b>PARKING IN-LIEU FUND TOTAL</b>	<b>\$16</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>122</b>	<b>PARK IN-LIEU FUND</b>					
3160	Park In-Lieu Fee					
3500	Investment Earnings	\$9,284				
	<b>PARK IN-LIEU FUND TOTAL</b>	<b>\$9,284</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>123</b>	<b>ART IN-LIEU FUND</b>					
3150	Art In-Lieu Fee	\$30,972				
3500	Investment Earnings	4,194				
4374	Donation-2018 Public Art	110,000				
	<b>ART IN-LIEU FUND TOTAL</b>	<b>\$145,166</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>124</b>	<b>DRAINAGE FUND</b>					
3500	Investment Earnings	\$1,247				
	<b>DRAINAGE FUND TOTAL</b>	<b>\$1,247</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>132</b>	<b>GAS TAX FUND</b>					

# Revenue Detail

## Fiscal Year 2019-20 & 2020-21

# All Funds

Object	Account Title	Actual 2017-18	Adopted Budget 2018-19	Revised Estimate 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
3102	Sales Tax - Measure M	\$433,700	\$422,000	\$482,000	\$492,000	\$502,000
3500	Investment Earnings	19,407	10,000	10,000	10,000	10,000
3623	Gasoline Tax - Section 2103	91,886	92,000	83,000	83,000	83,000
3624	Gasoline Tax - Section 2105	125,101	135,000	130,000	130,000	130,000
3625	Gasoline Tax - Section 2106	101,440	90,000	90,000	90,000	90,000
3626	Gasoline Tax - Section 2107	151,651	170,000	172,000	172,000	172,000
3627	Gasoline Tax - Section 2107.5	5,000	5,000	5,000	5,000	5,000
3999	Arterial Highway Rehab Program	164,450	432,000	396,000	396,000	396,000
4360	Reimbursements		10,000	10,000	27,000	
<b>GAS TAX FUND TOTAL</b>		<b>\$1,092,636</b>	<b>\$1,366,000</b>	<b>\$1,378,000</b>	<b>\$1,405,000</b>	<b>\$1,388,000</b>
<b>134 STREET LIGHTING DISTRICT FUND</b>						
<u>Property Taxes:</u>						
3010	Current Secured	\$1,057,371	\$1,079,000	\$1,121,000	\$1,183,400	\$1,249,300
3015	Public Utility	9,557	8,000	11,000	11,000	11,000
3020	Current Unsecured	34,732	32,000	35,000	35,000	35,000
3025	Supplemental Apportionment	34,723	20,000	20,000	20,000	20,000
3030	Prior Years	6,658	7,000	7,000	7,000	7,000
3040	Other Property Taxes	476,896	400,000	462,000	488,000	513,000
3050	Interest & Penalties	1,921	2,000	2,000	2,000	2,000
3615	Homeowners Property Tax Relief	6,330	4,000	8,800	8,800	8,800
<b>STREET LIGHTING DISTRICT FUND TOTAL</b>		<b>\$1,628,188</b>	<b>\$1,552,000</b>	<b>\$1,666,800</b>	<b>\$1,755,200</b>	<b>\$1,846,100</b>
<b>137 WASTEWATER FUND</b>						
3982	Wastewater Service Charges	\$7,932,979	\$8,252,000	\$8,252,000	\$8,580,000	\$9,121,000
3986	Wastewater Connection Charges	117,652	86,000	120,000	86,000	95,000
3500	Investment Earnings	17,652	15,000	15,000	15,000	15,000
<u>Reimbursements:</u>						
4313	North Coast Interceptor	74,577	45,000	80,000	40,000	15,000
4360	Miscellaneous	9,563			1,100,000	
4551	Loan Proceeds		4,000,000	4,000,000	4,788,000	5,618,000
<b>WASTEWATER FUND TOTAL</b>		<b>\$8,152,423</b>	<b>\$12,398,000</b>	<b>\$12,467,000</b>	<b>\$14,609,000</b>	<b>\$14,864,000</b>
<b>140 DISASTER CONTINGENCY FUND</b>						
3500	Investment Earnings	\$111,137	\$60,000	\$100,000	\$100,000	\$100,000
<b>DISASTER RELIEF FUND TOTAL</b>		<b>\$111,137</b>	<b>\$60,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>
<b>310 TRANSIT FUND</b>						
3105	Transportation Tax - Operating	\$1,114,905	\$1,096,000	\$1,163,000	\$1,200,700	\$1,237,000
3500	Investment Earnings					
4090	Main Line Summer Fares	19,856	1,500	19,000	19,000	19,000
4091	Main Line Regular Fares	6,313	10,000	10,000	10,000	10,000
4092	Main Line AQMD Passes	3,263			500	500
4093	Transit Plus Taxi Vouchers					
4094	Act V Lot Park & Ride	118,497	110,000		120,000	120,000
4095	Main Line Regular Passes					
4096	Bus Charter Fees	29,928	41,200	41,000	40,000	40,000
4097	Festival Regular Fares*	110,000	110,000	110,000	110,000	110,000
<u>Grants &amp; Reimbursements:</u>						

## Revenue Detail

### Fiscal Year 2019-20 & 2020-21

## All Funds

Object	Account Title	Actual 2017-18	Adopted Budget 2018-19	Revised Estimate 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
3110	Project V	579,316	519,000	519,000	519,000	519,000
3111	Project V Grant II	474,640	265,000	265,000	265,700	265,700
3711	State Transit Funding	246,370	122,000	122,000	250,000	250,000
3720	OCTA Operating Assistance	154,443	192,000	192,000	154,000	154,000
<b>TRANSIT FUND TOTAL</b>		<b>\$2,857,531</b>	<b>\$2,466,700</b>	<b>\$2,441,000</b>	<b>\$2,688,900</b>	<b>\$2,725,200</b>
<b>ALL OPERATING FUNDS TOTAL</b>		<b>\$88,100,190</b>	<b>\$98,656,800</b>	<b>\$94,809,350</b>	<b>\$107,130,900</b>	<b>\$111,761,300</b>

\* Fares paid by Parking Authority Fund .

## INTERNAL SERVICE FUNDS

### 126 INSURANCE & BENEFITS FUND

4400	Employer - General Liability	\$1,286,500	\$1,300,000	\$1,300,000	\$1,588,300	1,640,500
4403	Employer - Workers' Compensation	1,198,500	1,300,000	1,300,000	1,364,400	1,411,600
4406	Employer - Group Insurance	4,326,936	4,672,800	4,672,800	5,011,500	5,526,500
4412	Employer - Dental Insurance	412,332	232,500	373,000	319,600	336,800
4420	Employer - Life Insurance	103,080	47,000	94,000	40,000	40,000
4425	Employer - Long Term Disability	257,712	50,000	233,000	257,000	257,000
4430	Employer - Unemployment Insurance	51,540	40,000	47,000	47,000	47,000
4440	Employee - Medical Insurance	701,677	1,006,400	730,000	742,000	832,000
4445	Employee - Retiree/Cobra	527,382	475,700	579,000	557,000	624,000
4452	Employee - Dental Insurance	88,893	71,600	90,000	120,000	120,000
4460	Employee Benefit - Comp Time	23,800	23,800	23,800	24,000	24,000
4461	Employee Benefit - Vacation	537,100	569,400	569,400	595,600	599,600
4462	Employee Benefit - Sick Leave	256,400	270,100	270,100	290,900	293,600

#### Reimbursements and Earnings:

4320	Worker's Compensation	173,493		2,000		
4360	Miscellaneous	1,360,995		20,000		
<b>INSURANCE &amp; BENEFITS FUND TOTAL</b>		<b>\$11,306,339</b>	<b>\$10,059,300</b>	<b>\$10,304,100</b>	<b>\$10,957,300</b>	<b>\$11,752,600</b>

### 128 VEHICLE REPLACEMENT FUND

3560	Vehicle Use Rent	\$1,642,020	\$2,000,200	\$2,000,200	\$2,484,300	\$2,484,300
4202	Sale of Real & Personal Property	44,676		20,000		

#### Reimbursements:

4330	Property Damage	12,384				
4360	Miscellaneous	1,844				
<b>VEHICLE REPLACEMENT FUND TOTAL</b>		<b>\$1,700,924</b>	<b>\$2,000,200</b>	<b>\$2,020,200</b>	<b>\$2,484,300</b>	<b>\$2,484,300</b>

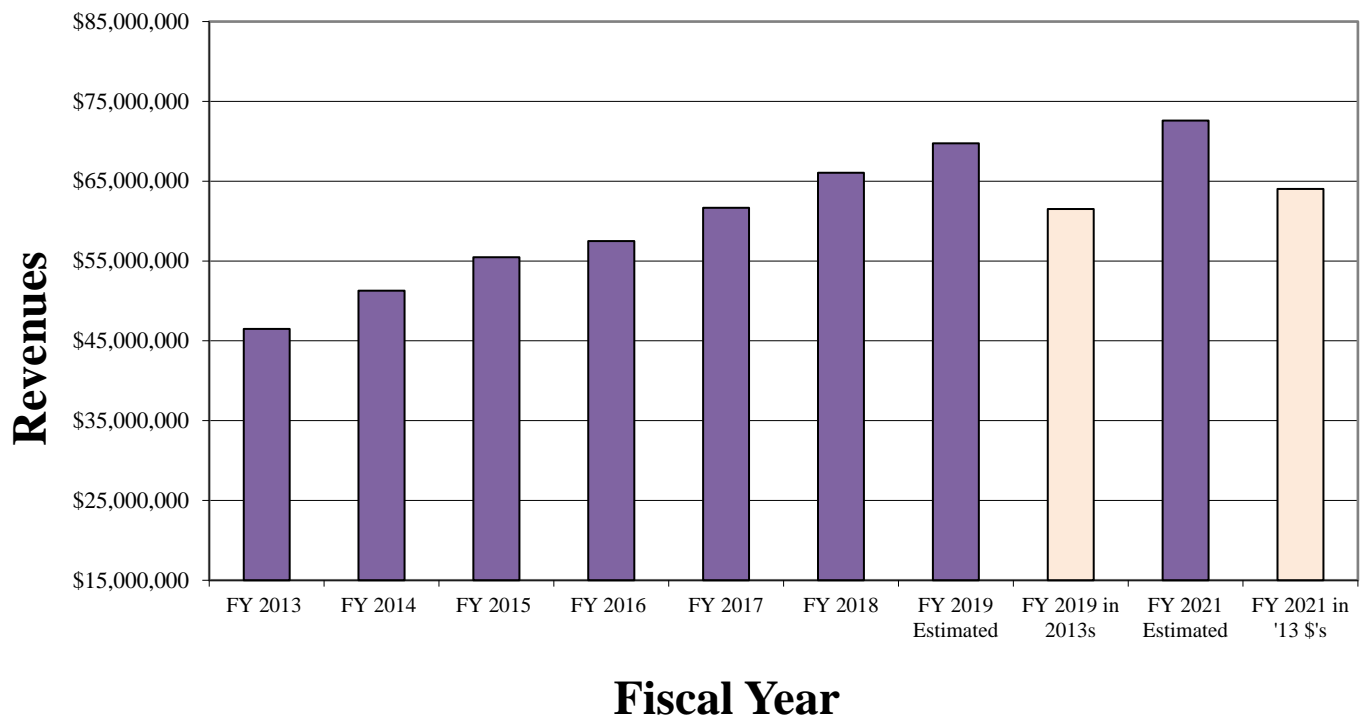
## General Fund Analysis

As shown on the Revenue Summary, the City relies on the General Fund as its primary source of operating revenues. The chart below provides an overview of the history of General Fund revenues.

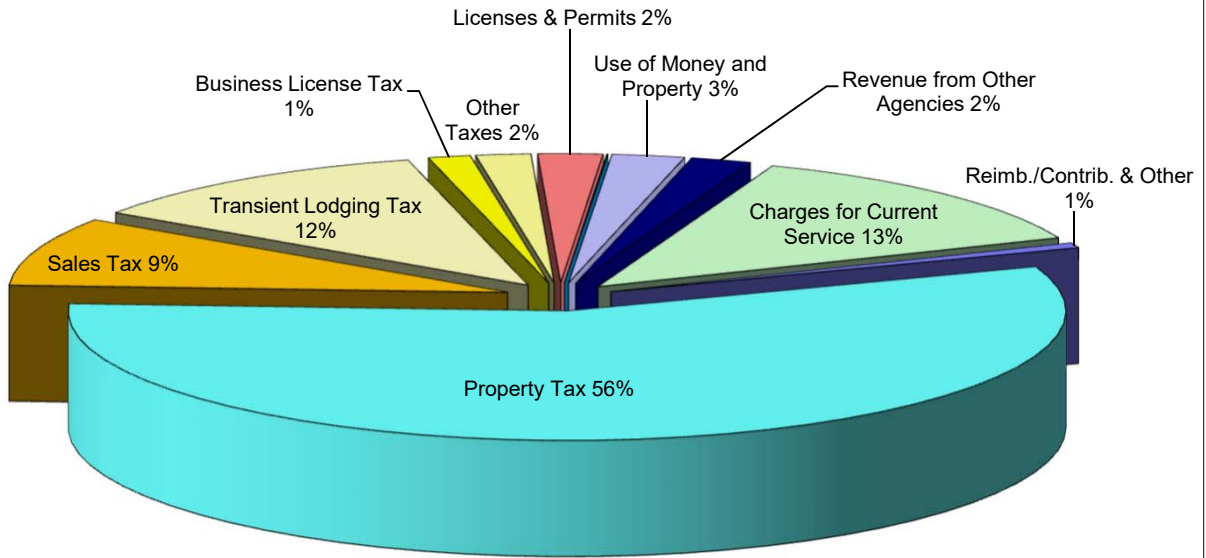
The additional charts on succeeding pages provide a history for significant components of the General Fund revenue including property tax, sales tax, transient occupancy tax, and investment income.

In the bar charts showing revenue histories, two unshaded bars have been added to the far right side of the graph to show the impact of inflation over the period of time covered by the graph. The unshaded bars are labeled “FY 2020 and FY 2021 in ’13 \$’s.” The values for these two bars arrived by applying the inflation rate over the preceding years to the amount of revenue projected for Fiscal Years 2020 and 2021. For example, in looking at the General Fund Revenue History shown immediately below, revenues have grown thirty four and forty percent respectively since 2013, but when measured in dollars that are adjusted for inflation (the unshaded bars), the *purchasing power* of the revenues in 2020 and 2021 has actually increased only by twenty seven percent.

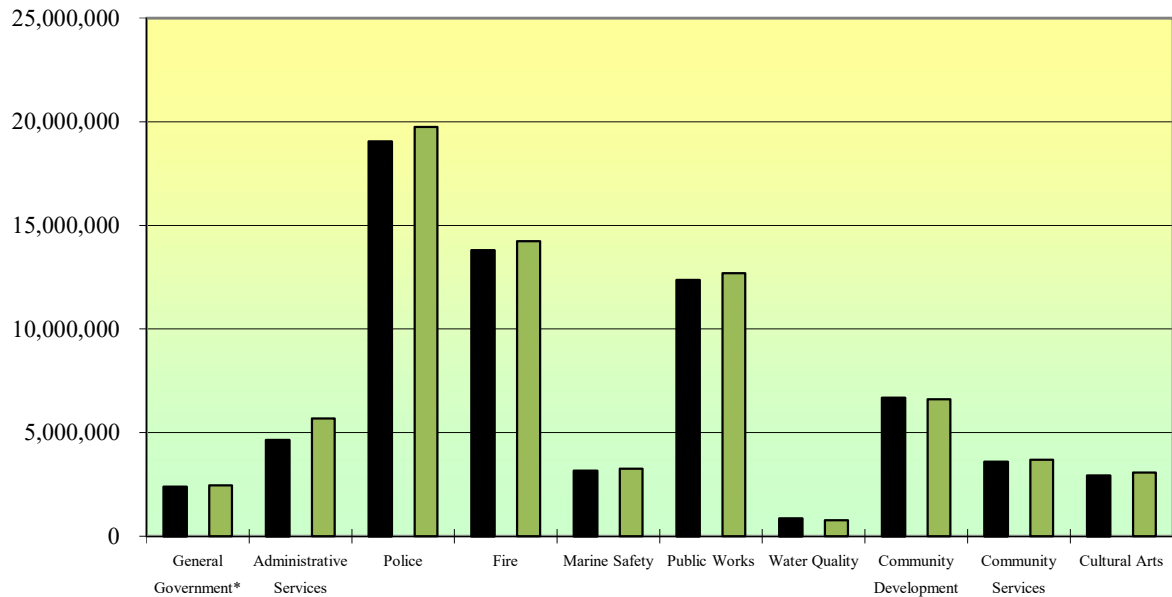
### General Fund Revenue History



## General Fund Revenue Source Two Year Average

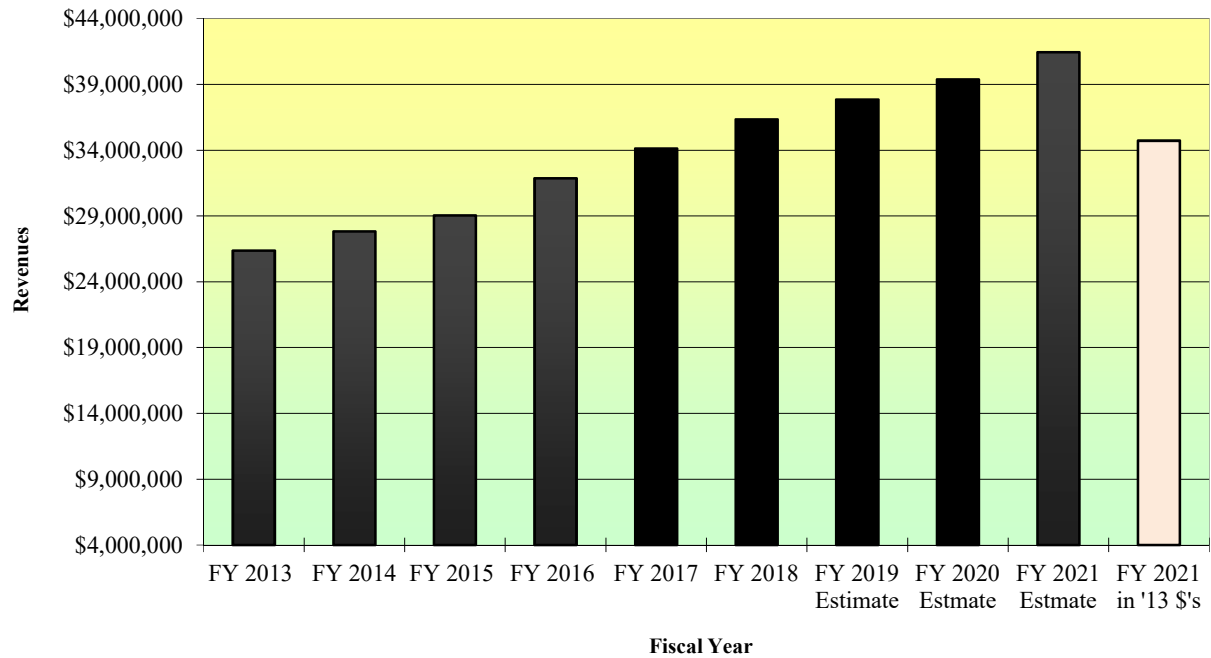


## General Fund Expenditures by Department

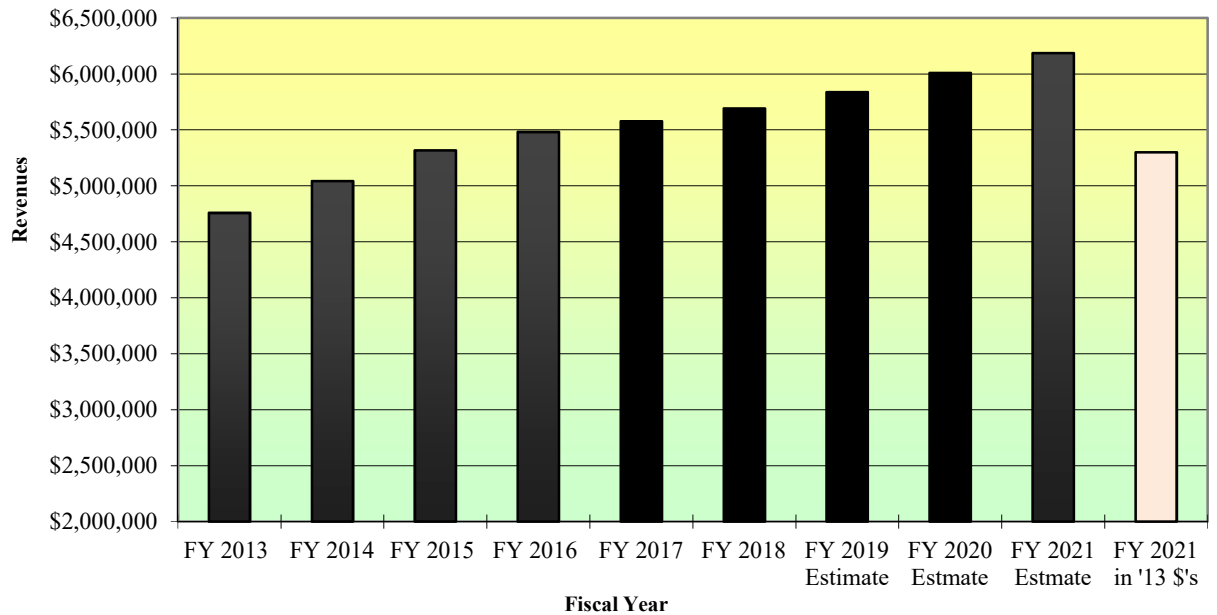


\* Includes City Council, City Manager, City Clerk, City Treasurer and City Attorney.

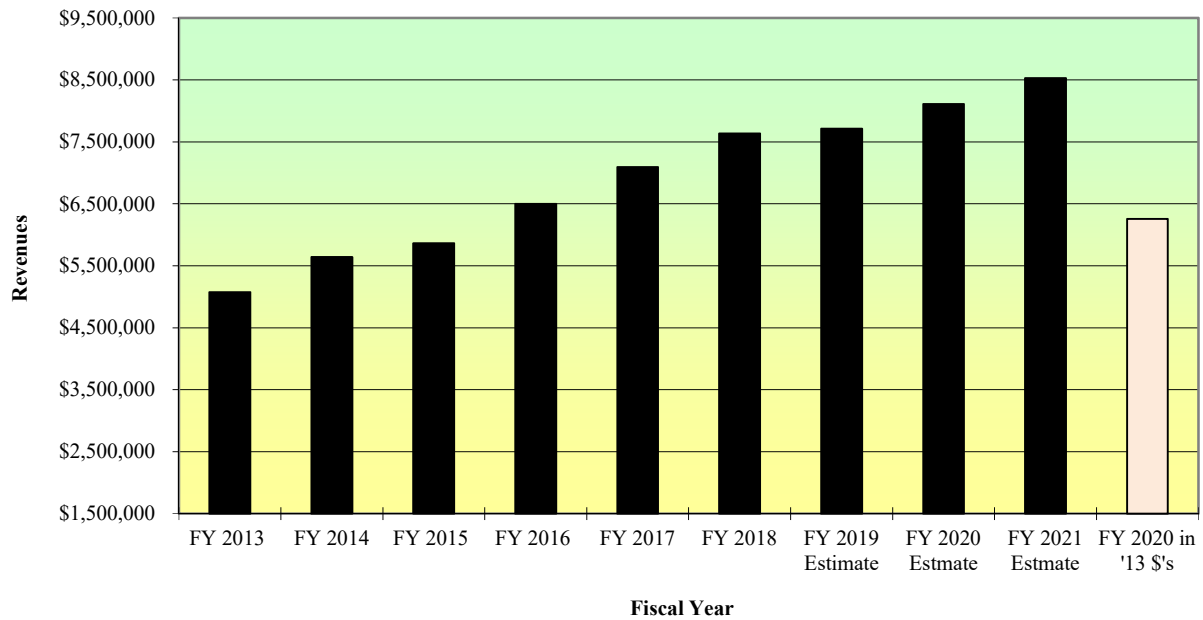
### **Property Tax through FY 2020-21**



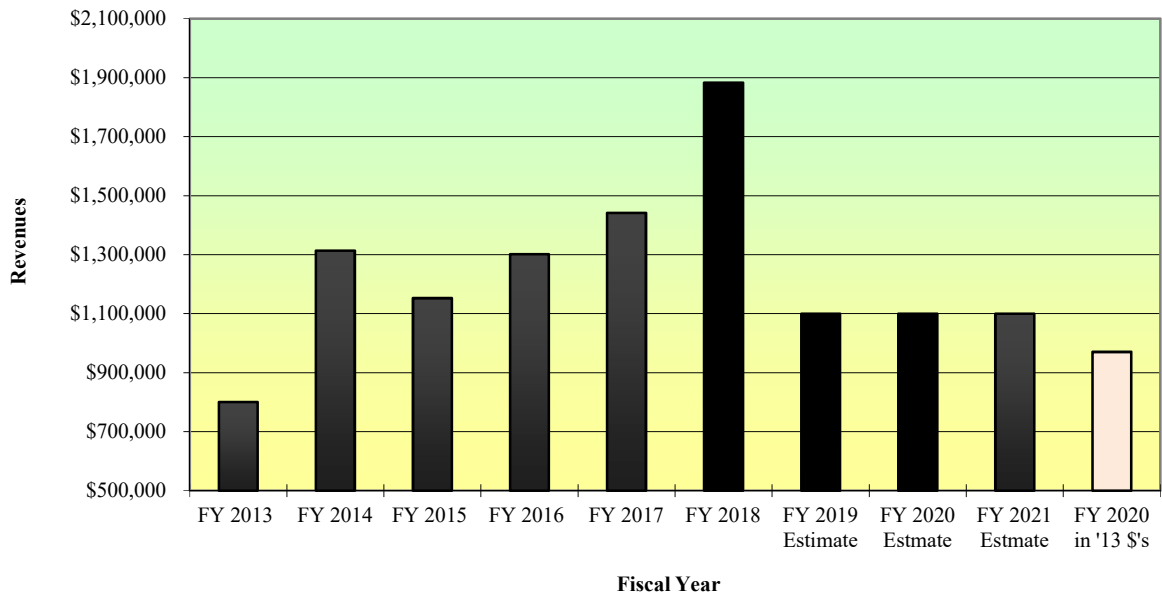
### **Sales Tax through FY 2020-21**



### **Transient Occupancy Tax through FY 2020-21**

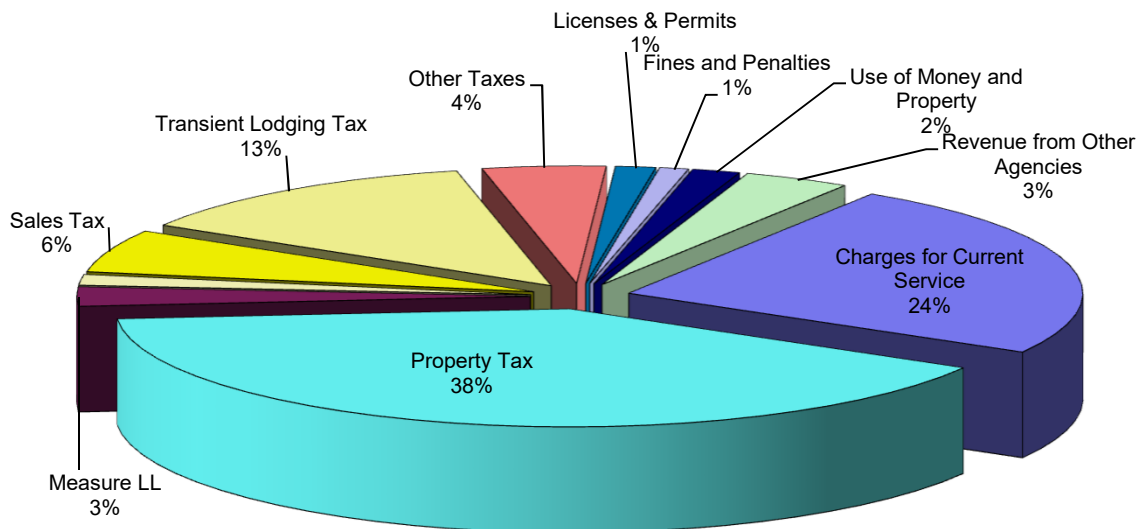


### **Investment Income through FY 2020-21**

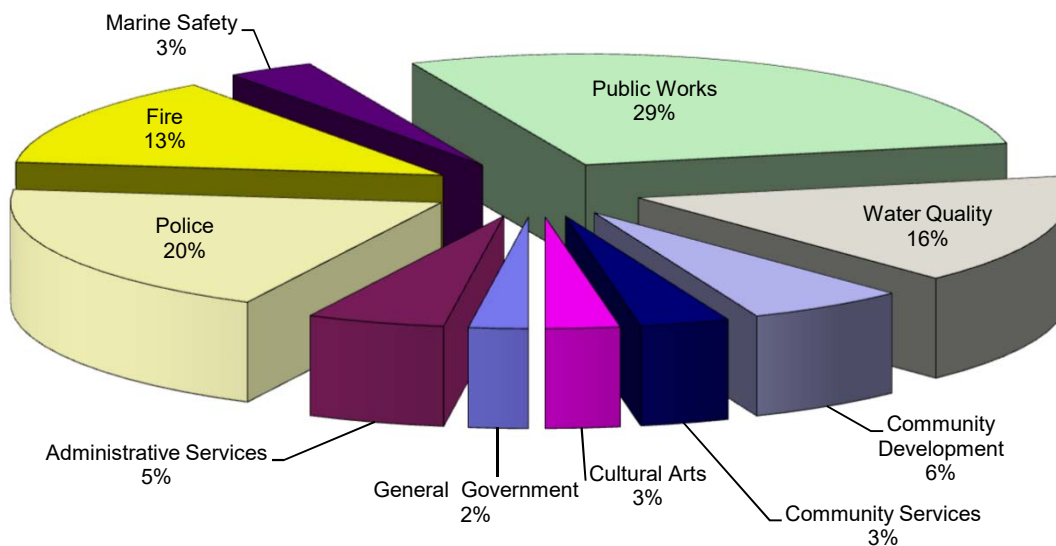




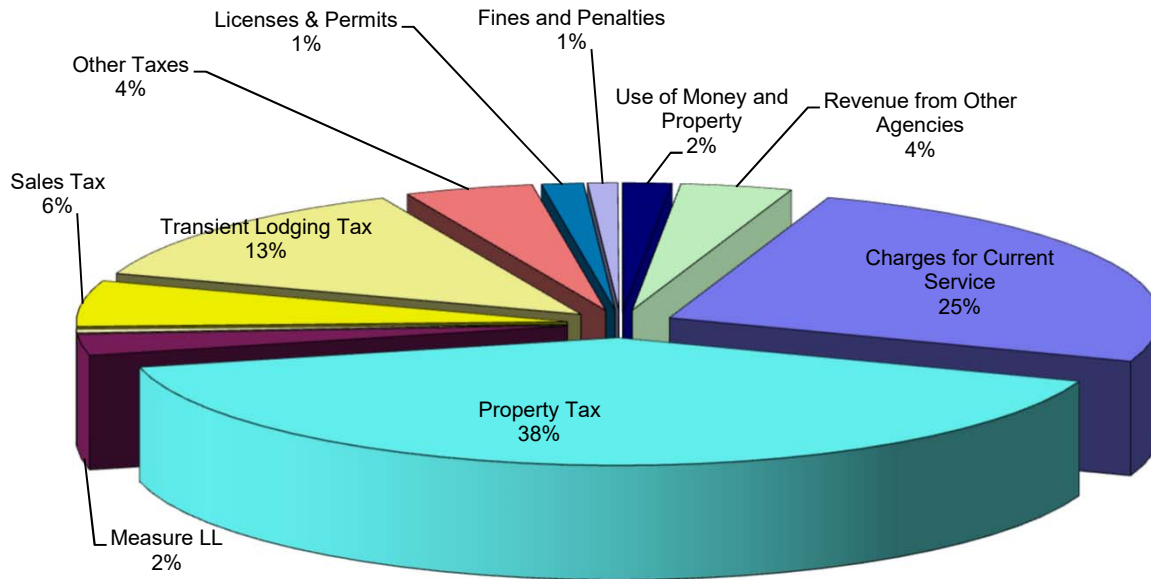
## All Funds Revenue Source FY 2019-20



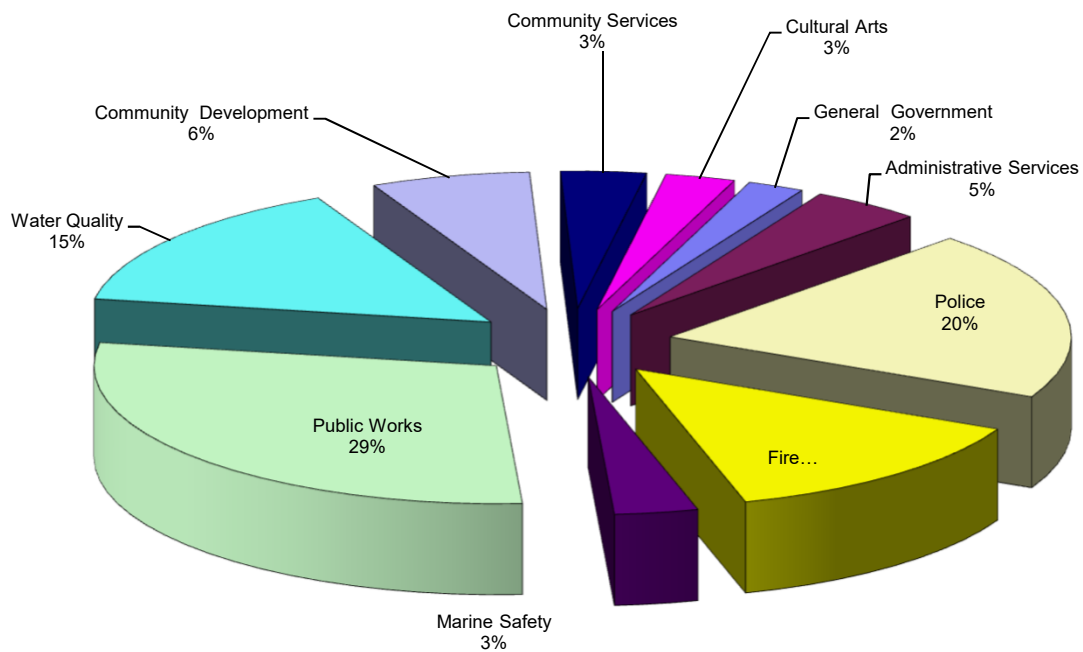
## All Funds Expenditures by Department FY 2019-20



### All Funds Revenue Source FY 2020-21



### All Funds Expenditures by Department FY 2020-21



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## Description of Key Revenue Sources

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

**Property Tax in Lieu of Vehicle License Fee:** In FY 2004-2005, cities and counties began receiving additional property tax to replace vehicle license fee (VLF) revenue that was cut when the state repealed the state general fund backfill for the reduction in VLF. This property tax in lieu of VLF grows with the change in gross assessed valuation of taxable property in the jurisdiction from the prior year. Property tax in lieu of VLF allocations are in addition to other property tax apportionments.

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

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

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

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

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

**From Other Agencies:** This revenue category reflects subventions and other payments received from other governmental agencies (federal, state and county). The majority of this revenue is from the Home Owners Property Tax Relief.

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

## Description of Key Revenue Sources (*continued*)

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

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

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

**Housing-In-Lieu Fees:** The California Government Code requires new housing developments to provide, where feasible, housing units for low income people. When developing three or more units in Laguna Beach, the City requires an in-lieu fee if the developer does not provide the affordable housing.

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

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

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

## In Lieu Contributions – Use of Money

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

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

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

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

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

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## Section III

### **Expenditures**

<b>General Government.....</b>	<b>Page 53</b>
<b>Administrative Services Department.....</b>	<b>Page 65</b>
<b>Police Department.....</b>	<b>Page 77</b>
<b>Fire Department.....</b>	<b>Page 97</b>
<b>Marine Safety Department.....</b>	<b>Page 109</b>
<b>Public Works Department.....</b>	<b>Page 117</b>
<b>Water Quality Department.....</b>	<b>Page 157</b>
<b>Community Development Department.....</b>	<b>Page 167</b>
<b>Community Services Department.....</b>	<b>Page 183</b>
<b>Cultural Arts Department.....</b>	<b>Page 195</b>
<b>Internal Services Funds.....</b>	<b>Page 201</b>

Each of the above departments are further broken down by division and the budgets for each division are shown within their respective departments. The Organization Chart on the next page shows all of the City’s operating departments and divisions and how they are organized within the Expenditure Section of this budget.

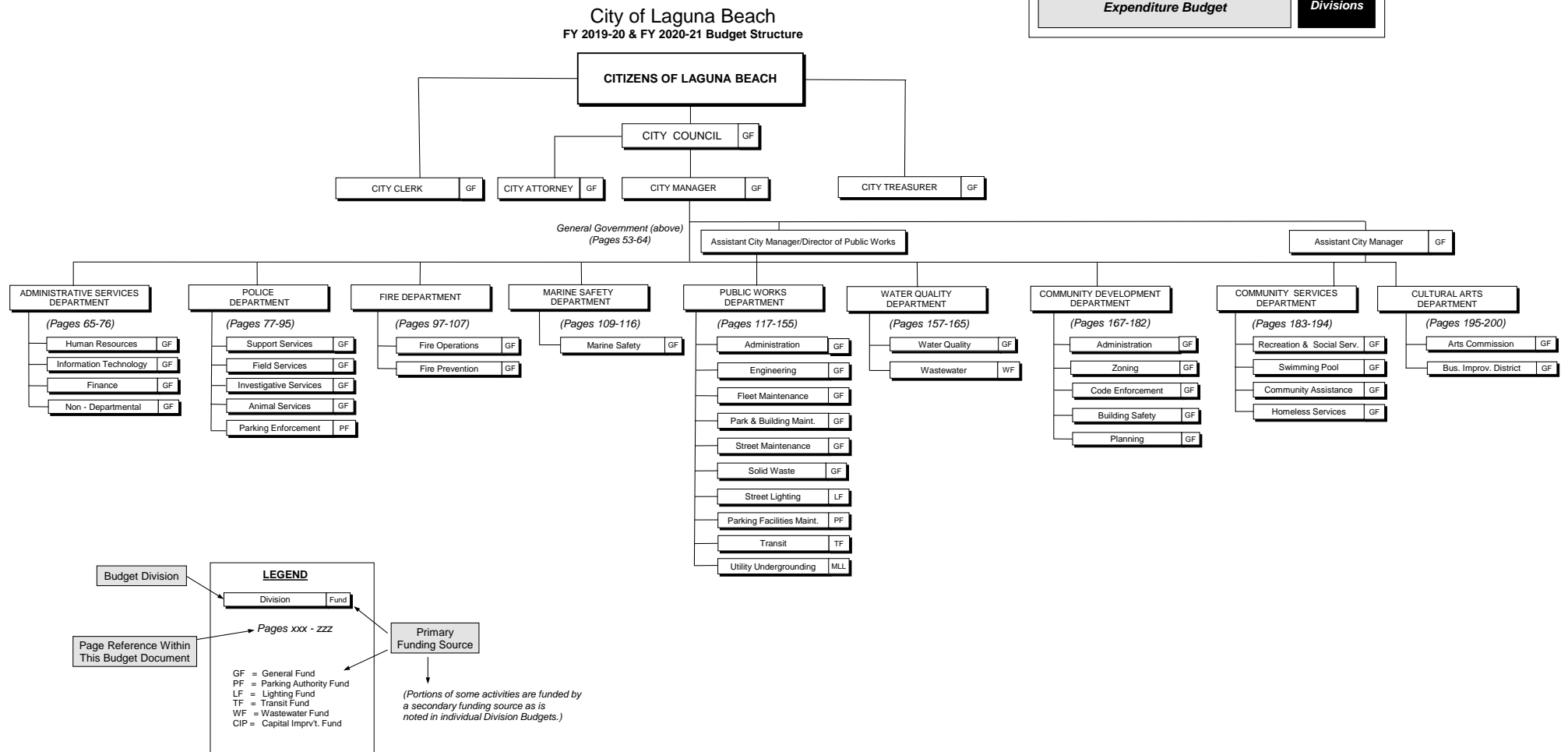
For the most part, all of the expenditure items within each division are funded from a single Fund source; that Fund is shown at the top right-hand corner of the division budget. In the few cases where a particular expenditure item is funded from a source other than the Fund shown at the top of the division 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 charts and tables entitled “Sources & Uses of Funds” on pages 22 through 25 of this budget.



**Organization Chart**  
**Expenditure Budget**

**All Divisions**



# General Government

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

**City Council** - The five member City Council is elected at large. Each Councilmember serves a four-year term. The Council is responsible for the legislative functions of the City. Its regular meetings are generally held on the first and third Tuesdays of the month starting at 6:00 p.m.; special meetings may occur as needed through the year; all meetings of the City Council are noticed in advance in accordance with the Brown Act.

In order to secure greater input regarding issues of community interest and concern, the City Council has created commissions, boards, and standing committees including but not limited to: Arts Commission; Board of Adjustment/Design Review Board; Personnel Board; Planning Commission; Heritage Committee; HIV Advisory Committee; Housing and Human Services Committee; Environmental Sustainability Committee, Parking; Traffic and Circulation Committee; Emergency Disaster Preparedness Committee; Audit Review and Measure LL Oversight Committee, and the Recreation Committee and View Restoration Committee.

**City Manager** - Under the provisions of the Municipal Code, the City Manager is responsible for the administrative functions of the City. All City Department Heads report to the City Manager who, in turn, reports to the City Council, with the exception of the City Clerk and City Treasurer, both of whom are *elected* officials under the City's Municipal Code. The Executive Assistant assists the City Manager and the five Councilmembers.

**City Clerk** - The City Clerk is selected by the City's electorate and serves a four-year term. The department is comprised of two employees, the City Clerk and the Deputy City Clerk. The City Clerk is the City's Legislative Administrator whose duties include: preparation of Agendas, Council packets, Minutes and Recaps for all City Council meetings; ensuring that all regular City Council meetings are videotaped and recorded; administration of the City's records management system and processing of Ordinances, Resolutions, Contracts, Agreements, Deeds and Easements, in-lieu certificates, Historic Register applications, tort claims, appeals and subpoenas; responding to Public Records Requests and ensuring that all documents are accurate, safe, organized and properly scanned and filed consistent with the goal of providing transparency to the public; and management, preparation and posting and/or publishing of legal and public notices in accordance with the law. The City Clerk's office manages the interviews and appointments to all City Committees, Commissions, Boards and Task Forces; and the City Clerk performs Domestic

Partnership registrations and Civil Marriages. The City Clerk's office administers and files Oaths of Office and provides Notary services to the City and the public.

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

**City Treasurer** - The City Treasurer is selected by the City's electorate and serves a four-year term. The City Treasurer is compensated for approximately twenty-seven hours per week. Volunteer Deputy City Treasurers are Laguna Beach residents and are appointed.

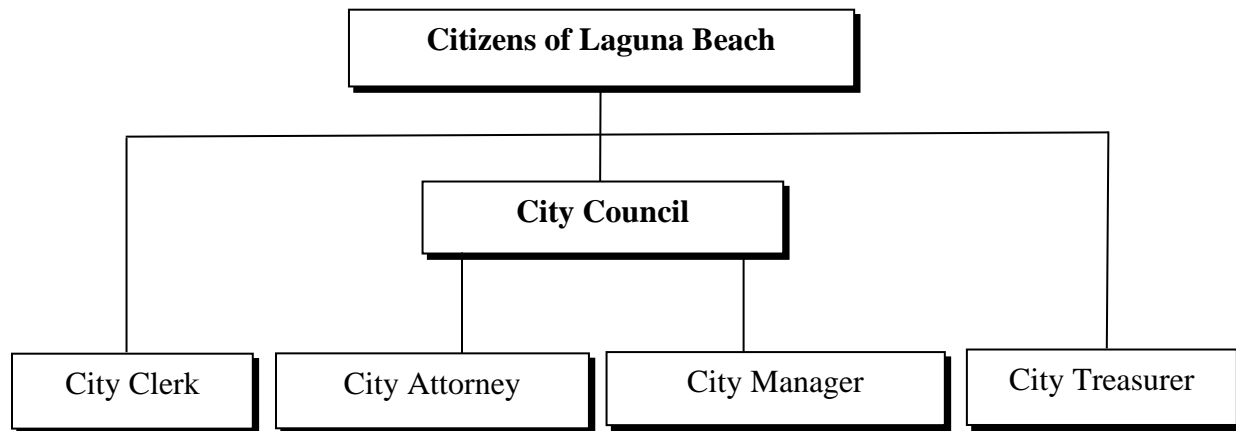
The Treasurer is the primary banker for the City and serves as the liaison between multiple banks or institutions that provide depository or custody services. The Treasurer is the administrator for banking services, responsible for investment of funds, cash flow preparation and management.

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

The City Treasurer is currently responsible for Assessment District bond administration, and serves as the trustee/liaison for the bondholders and homeowners in the districts. This includes management of an outside trustee, fiscal agent, and contracted district administration. Tasks include establishing annual levy by district, bond payments, continuing disclosures, delinquency management and evaluation of refunding opportunities. Periodic reviews of the Transient Occupancy Tax and Business Improvement Assessment District Tax are performed by the Treasurer.

**City Attorney** - The City Attorney advises City officers in all legal matters pertaining to the business of the City. The department budget provides funds for legal services related to general City activities and for civil litigation. City Attorney services are provided via a contract with a private law firm, Rutan and Tucker. The contract provides for a retainer for up to 60 hours of legal services per month, with additional litigation billed on a per-hour basis. The department budget includes funds for retention of special counsel when Rutan and Tucker has a conflict of interest, or when the City requires specialized expertise. Funds to pay for the Orange County 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.



## General Government Budget Summary

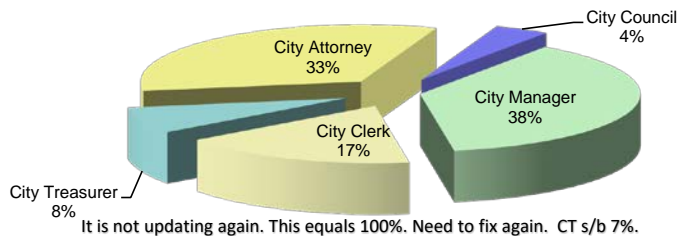
*All  
Divisions*

	MAJOR CATEGORY OF EXPENDITURE FY 2019-20					Department Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
<u>Department</u>						
City Council	\$59,400	\$38,200				\$97,600
City Manager	849,400	60,500		5,000		\$914,900
City Clerk	361,100	58,000				\$419,100
City Treasurer	150,900	29,700				\$180,600
City Attorney		800,000				\$800,000
General Government Total	\$1,420,800	\$986,400	\$0	\$5,000	\$0	\$2,412,200

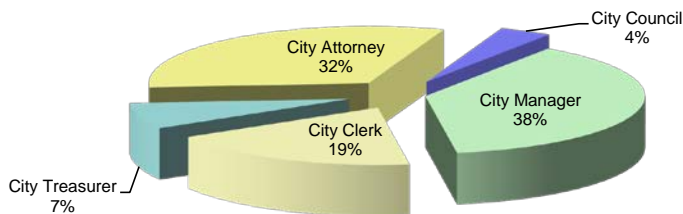
	MAJOR CATEGORY OF EXPENDITURE FY 2020-21					Department Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
<u>Department</u>						
City Council	\$59,400	\$38,400				\$97,800
City Manager	900,600	60,900		5,000		\$966,500
City Clerk	376,200	98,000				\$474,200
City Treasurer	156,500	30,000				\$186,500
City Attorney		800,000				\$800,000
General Government Total	\$1,492,700	\$1,027,300	\$0	\$5,000	\$0	\$2,525,000

**Summary By Department Total FY 2019-20**



Percentages equal 99% due to rounding

**Summary By Department Total FY 2020-21**



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

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b><u>Salaries and Wages</u></b>					
1003	Salaries, Part Time	\$49,560	\$49,600	\$54,500	\$54,500
1101	P.E.R.S. Retirement	900	2,200	2,400	2,400
1103	P.A.R.S. Retirement	1,487	1,500	1,700	1,700
1318	Medicare Insurance	788	700	800	800
Subtotal		52,735	54,000	59,400	59,400
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel And Dues	9,653	17,300	26,000	26,000
2031	Telephone	7,160	7,100	7,600	7,800
2101	Materials And Supplies	510	1,900	1,900	1,900
2281	Printing	139	1,000	1,000	1,000
2401	Contractual Services	1,400	1,700	1,700	1,700
Subtotal		18,862	29,000	38,200	38,400
Grand Total		<b>\$71,597</b>	<b>\$83,000</b>	<b>\$97,600</b>	<b>\$97,800</b>

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

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$655,685	\$659,500	\$694,700	\$719,000
1006	Salaries, Overtime	1,356	5,000	5,000	5,000
1009	Salaries, Redistributed	(90,600)	(90,600)	(145,200)	(145,200)
1038	Sick Leave Payoff	5,000	5,200	5,400	5,400
1040	Vacation Payoff	3,700	3,900	4,200	4,200
1059	Residency Incentive	15,343	15,000	15,000	15,000
1101	P.E.R.S. Retirement	128,299	147,700	158,100	176,800
1103	P.A.R.S. Retirement	63	0	0	0
1104	P.E.R.S. Unfunded Liability	35,400	26,600	17,800	17,800
1201	Workers' Compensation	4,200	4,500	4,700	5,100
1300	Employee Group Insurance	74,000	79,600	79,600	87,200
1318	Medicare Insurance	9,908	9,800	10,100	10,300
	<b>Subtotal</b>	<b>842,355</b>	<b>866,200</b>	<b>849,400</b>	<b>900,600</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	21,856	26,700	26,700	26,700
2024	Electricity	1,789	2,100	2,100	2,100
2027	Water	143	100	100	100
2031	Telephone	4,039	3,400	4,000	4,000
2101	Materials and Supplies	6,679	4,500	5,500	5,500
2170	General Insurance	8,100	8,700	9,200	9,600
2222	Repairs and Maint. Other	0	500	500	500
2281	Printing	168	400	400	400
2401	Contractual Services	7,368	11,700	12,000	12,000
	<b>Subtotal</b>	<b>50,142</b>	<b>58,100</b>	<b>60,500</b>	<b>60,900</b>
<b><u>Special Programs</u></b>					
8503	Document Scanning		5,000	5,000	5,000
	<b>Subtotal</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
	<b>Grand Total</b>	<b>\$892,497</b>	<b>\$929,300</b>	<b>\$914,900</b>	<b>\$966,500</b>

## ***City Manager Position Summary***

<b><u>Position Title</u></b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
City Manager	1	1	1	\$272,400	\$285,400	\$299,600
Assistant City Manager	1	1	1	215,900	220,700	226,200
Executive Assistant	1	1	1	89,000	91,100	93,300
Sr. Administrative Analyst	1	1	1	82,200	97,500	99,900
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>\$659,500</b>	<b>\$694,700</b>	<b>\$719,000</b>



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

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$226,142	\$235,100	\$240,500	\$246,400
1003	Salaries, Part Time	830			
1006	Salaries, Overtime	6,542	6,600	6,600	6,600
1038	Sick Leave Payoff	2,100	2,200	2,200	2,200
1040	Vacation Payoff	3,200	3,400	3,400	3,400
1101	Retirement	44,887	52,700	56,200	59,400
1103	P.A.R.S. Retirement	31			
1104	P.E.R.S. Unfunded Liability	14,000	10,500	7,100	7,100
1201	Workers' Compensation	1,600	1,700	1,700	1,700
1300	Employee Group Insurance	37,000	39,800	39,800	45,700
1318	Medicare Insurance	1,170	3,500	3,600	3,700
<b>Subtotal</b>		<b>337,502</b>	<b>355,500</b>	<b>361,100</b>	<b>376,200</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	4,333	5,800	5,800	5,800
2024	Electricity	1,789	2,100	2,100	2,100
2027	Water	143	100	100	100
2031	Telephone	1,095	1,100	1,100	1,100
2101	Materials and Supplies	18,453	12,800	18,800	18,800
2170	General Insurance	3,000	3,200	3,200	3,200
2222	Repairs and Maint. Other	479	400	400	400
2281	Printing	3,487	8,000	6,000	6,000
2302	Legal Advertising	10,979	14,000	14,000	14,000
2401	Contractual Services	10,355	45,500	6,500	46,500
<b>Subtotal</b>		<b>54,112</b>	<b>93,000</b>	<b>58,000</b>	<b>98,000</b>
<b>Grand Total</b>		<b>\$391,613</b>	<b>\$448,500</b>	<b>\$419,100</b>	<b>\$474,200</b>

## *City Clerk Position Summary*

<u><b>Position Title</b></u>	<i>No. of Positions</i>			<i>Salaries</i>		
	<b>Adopted</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Adopted</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19*</b>	<b>2019-20</b>	<b>2020-21</b>
City Clerk	1	1	1	\$155,800	\$159,400	\$163,400
Deputy City Clerk	1	1	1	75,500	\$77,100	\$79,100
Assignment Pay				3,800	3,900	3,900
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>\$235,100</b>	<b>\$240,400</b>	<b>\$246,400</b>

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

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$96,402	\$103,000	\$101,200	\$103,800
1038	Sick Leave Payoff	900	900	1,000	1,000
1040	Vacation Payoff	6,000	6,300	6,500	6,500
1101	Retirement	19,188	23,100	24,900	26,700
1104	P.E.R.S. Unfunded Liability	6,400	4,800	3,200	3,200
1201	Workers' Compensation	600	600	600	600
1300	Employee Group Insurance	16,000	19,900	12,000	13,200
1318	Medicare Insurance	1,488	1,500	1,500	1,500
<b>Subtotal</b>		<b>146,979</b>	<b>160,100</b>	<b>150,900</b>	<b>156,500</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	5,068	7,000	7,000	7,000
2024	Electricity	895	1,100	1,100	1,100
2027	Water	72	100	100	100
2031	Telephone	1,126	1,200	1,200	1,200
2101	Materials and Supplies	1,026	1,200	1,200	1,200
2170	General Insurance	1,400	1,500	1,500	1,500
2401	Contractual Services	11,064	13,800	17,600	17,900
<b>Subtotal</b>		<b>20,650</b>	<b>25,900</b>	<b>29,700</b>	<b>30,000</b>
<b>Grand Total</b>		<b>\$167,629</b>	<b>\$186,000</b>	<b>\$180,600</b>	<b>\$186,500</b>

## City Treasurer Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Adotped	Adopted	Adopted	Adopted	Adopted
	Budget	Budget	Budget	Budget	Budget	Budget
	2018-19	2019-20	2020-21	2018-19*	2019-20	2020-21
City Treasurer	0.625	0.681	0.681	\$103,000	\$101,200	\$103,800
<b>TOTAL</b>	0.625	0.681	0.681	\$103,000	\$101,200	\$103,800

\* 2018-19 Adopted Budget over estimated City Treasurer approved salary

**City Attorney****General Fund/1501**

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b><u>Maintenance and Operations</u></b>					
2401	Contractual Services	\$957,473	\$750,000	\$800,000	\$800,000
	Subtotal	957,473	750,000	800,000	800,000
	Grand Total	<b><u>\$957,473</u></b>	<b><u>\$750,000</u></b>	<b><u>\$800,000</u></b>	<b><u>\$800,000</u></b>

# Administrative Services Department

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

**Human Resources** – The Human Resources Division provides internal support to all operating departments and external support to all prospective candidates. The division currently has 4 positions: one (1) Human Resources/Risk Manager, two (2) Administrative Analysts and one (1) Senior Office Specialist. Responsibilities of the division include maintenance of personnel records for the City's 277 full-time and approximately 275 part-time employees. Personnel is also responsible for the recruitment, selection, hiring, and onboarding of all new employees. The division conducts recruitments for approximately 40 full-time regular positions each year, which is in addition to the recruitments conducted for the City's part-time and seasonal positions. In total, this amounts to a review of more than 4,000 applications and the processing of approximately 1,400 Personnel Action Forms. Personnel also manages employee training and development programs; administers the City's compensation, classification and employee benefits programs; oversees equal employment opportunity programs; ensures compliance with State and Federal employment mandates; manages employee leaves, provides guidance to staff, and coordinates employee safety and workers' compensation programs. The division also acquires and maintains insurance for the City, assists with contract reviews, and manages tort claims presented against the City. Personnel is also responsible for employee and labor relations, which includes the interpretation and implementation of the Memoranda of Understanding, Personnel Rules, and Administrative Policies. Staff support is also provided to the Personnel Board as needed.

**Information Technology** - This division provides information technology support for the City's internal computer network and phone system, including the operation, maintenance and repair of network hardware and client workstations. The division currently has 3 positions plus outside contractual services: one (1) Network Administrator, one (1) Sr. Information Technology Analyst and one (1) Information Systems Specialist. Primary responsibilities include the following: day-to-day network center operation, including the provision of a safe and secure environment for centralized data libraries and equipment; maintenance of documentation for hardware and software components: routine installation, troubleshooting and repair for servers, hubs, cabling, personal computers and related peripherals; formulation and review of client/server procedures, software platforms and the acquisition of assets to ensure overall systems compatibility and the maintenance of a technologically unified workforce; provide city-wide coordination for compatible and cohesive data formats and general implementation assistance of information technology to other city departments.

**Finance** - This division performs all finance, accounting, business licensing and cashiering functions for the City. Prepares and monitors the City's biannual budget, administers transient occupancy tax and business improvement district collections. Primary responsibilities include the following: daily processing of accounts payable, accounts receivable, capital assets and payroll. This division is also responsible for the daily processing of payments to the City, in-coming and out-going mail and the issuing of 13,000 parking permits biannually. Annually, the division issues more than 9,600 payroll and 6,900 vendor checks. The

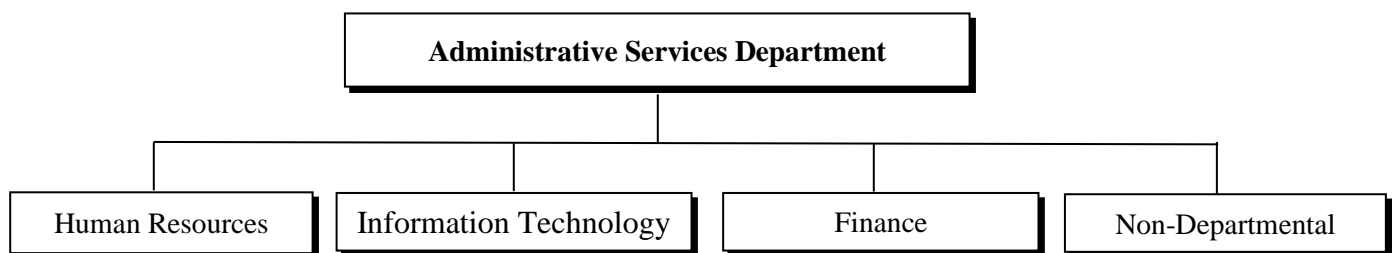
division also provides accounting for over \$100 million in revenues and \$100 million in expenditures, and coordinates inventory of the City's general capital assets. The division is responsible for closing the City's financial records at year-end and the computation, review and placement of assessments for sewer, solid waste management and weed abatement on the County of Orange Tax Roll. An annual audit by an independent certified public accountant is administered and financed through this division's contractual service account. In addition, through a Digital Communications Coordinator the division manages and coordinates the creation and update of content for the City's website and actively maintains the City's presence on social media and other outlets to enhance digital engagement and access.

**Non-Departmental** - This division includes city-wide costs, such as for maintenance, stationary, postage and other city-wide projects. These costs have been centralized for budgetary purposes.

**Major Initiatives:**

- Continue improvements through claim management and department training with a goal of reducing work related injuries and lost time.
- Implement a robust Employee Development Program.
- Continue to receive the Certificate of Achievement for Excellence in Finance Reporting (CAFR Program) from Government Finance Officers Association (GFOA).
- Implement the Information Technology Master Plan.
- Improve the transparency of information to City's staff and to the public through the City's web site and other social media.

The chart below shows the budget structure of the Administrative Services Department.



## Administrative Services Department Budget Summary

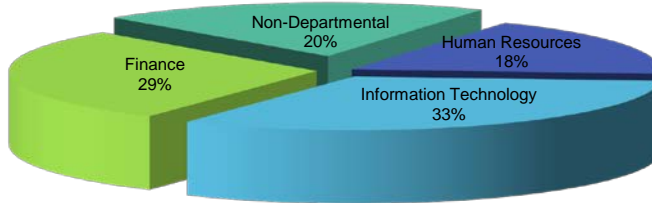
*All  
Divisions*

	<b>MAJOR CATEGORY OF EXPENDITURE FY 2019-20</b>					<b>Division</b>
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
<b>Division</b>						
Human Resources	627,000	140,000	2,800	68,400		<b>\$838,200</b>
Information Technology	781,900	324,600	197,200	222,000		<b>\$1,525,700</b>
Finance	1,125,700	205,000	2,400			<b>\$1,333,100</b>
Non-Departmental	959,700	(560,400)	142,400	397,000	20,000	<b>\$958,700</b>
<b>Department Total</b>	<b>\$3,494,300</b>	<b>\$109,200</b>	<b>\$344,800</b>	<b>\$687,400</b>	<b>\$20,000</b>	<b>\$4,655,700</b>

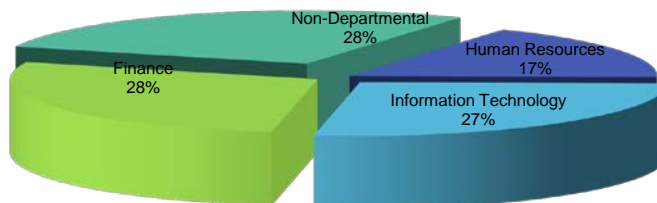
  

	<b>MAJOR CATEGORY OF EXPENDITURE FY 2020-21</b>					<b>Division</b>
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
<b>Division</b>						
Human Resources	658,000	141,300		68,400		<b>\$867,700</b>
Information Technology	817,600	334,000	5,200	222,000		<b>\$1,378,800</b>
Finance	1,178,800	202,200	37,200			<b>\$1,418,200</b>
Non-Departmental	1,702,000	(560,400)	144,500	129,000	20,000	<b>\$1,435,100</b>
<b>Department Total</b>	<b>\$4,356,400</b>	<b>\$117,100</b>	<b>\$186,900</b>	<b>\$419,400</b>	<b>\$20,000</b>	<b>\$5,099,800</b>

**Summary By Division FY 19-20**



**Summary By Division FY 20-21**





## Administrative Services Department Budget Detail

*All  
Divisions*

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$1,562,916	\$2,019,600	\$2,420,400	\$3,224,800
1003	Salaries, Part Time	171,741	155,000	232,000	232,000
1006	Salaries, Overtime	17,104	16,000	16,000	16,000
1009	Salaries, Redistributed	(45,100)	(45,100)	(151,000)	(157,600)
1038	Sick Leave Payoff	11,900	12,300	13,000	13,000
1040	Vacation Payoff	33,300	35,200	36,600	36,600
1101	Retirement	272,753	449,900	498,000	532,600
1103	P.A.R.S. Retirement	3,064	2,400	7,600	7,600
1104	P.E.R.S. Unfunded Liability	258,900	62,900	84,800	84,800
1201	Workers' Compensation	9,000	9,700	10,500	11,100
1300	Employee Group Insurance	251,600	270,600	290,500	318,400
1318	Medicare Insurance	20,278	29,800	35,900	37,100
<b>Subtotal</b>		<b>2,567,456</b>	<b>3,018,300</b>	<b>3,494,300</b>	<b>4,356,400</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	45,520	52,700	52,900	53,900
2024	Electricity	14,491	17,100	16,100	16,100
2027	Water	1,162	1,000	1,400	1,400
2031	Telephone	6,689	6,000	6,600	6,600
2101	Materials and Supplies	57,624	57,700	62,000	62,100
2150	Rents and Leases	106,125	68,400	187,800	195,900
2170	General Insurance	18,000	19,400	21,000	22,700
2222	Repairs and Maint. Other	31,351	35,700	35,700	35,700
2281	Printing	7,198	12,100	12,200	12,200
2302	Legal Advertising	3,007	13,000	14,000	14,000
2401	Contractual Services	387,427	395,000	364,100	361,100
2432	Postage	32,563	48,600	48,600	48,600
2804	Costs Redistributed	(652,000)	(652,000)	(743,200)	(743,200)
2940	Cross Cultural Task Force	30,000	30,000	30,000	30,000
<b>Subtotal</b>		<b>89,158</b>	<b>104,700</b>	<b>109,200</b>	<b>117,100</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	27,580	545,600	282,600	181,700
5622	Other Equipment	37,240		62,200	5,200
<b>Subtotal</b>		<b>64,820</b>	<b>545,600</b>	<b>344,800</b>	<b>186,900</b>
<b><u>Special Programs</u></b>					
	Special Programs	567,972	165,000	687,400	419,400
	Open Space Acquisition	1,419,540	20,000	20,000	20,000
<b>Subtotal</b>		<b>1,987,512</b>	<b>185,000</b>	<b>707,400</b>	<b>439,400</b>
<b>Grand Total</b>		<b>\$4,708,946</b>	<b>\$3,853,600</b>	<b>\$4,655,700</b>	<b>\$5,099,800</b>

## Administrative Services Department Position Summary

*All  
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Adopted	Adopted	Adopted	Proposed	Proposed
	Budget	Budget	Budget	Budget	Budget	Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Director of Administrative Services	1	1	1	\$215,900	\$220,700	\$226,300
Finance Manager		1	1		173,700	178,100
Finance Officer	1			169,800		
Human Resources/Risk Manager	1	1	1	169,800	173,700	178,100
Accountant	1	1	1	93,400	95,500	103,900
Accounting Technician	1.6	2	2	132,400	135,300	138,700
Computer Network Administrator	1	1	1	128,400	131,300	134,600
Information System Specialist	1	1	1	112,900	115,500	118,400
Sr. Information Technology Analyst	1	1	1	101,100	112,100	120,600
Project Manager		1	1		118,800	127,700
Administrative Analyst	2	2	2	165,500	169,300	173,600
Sr. Office Specialist	3	3	3	181,100	185,800	190,500
Sr. Administrative Analyst		1	1		88,600	97,900
Bilingual Pay				900	900	900
Non-Departmental				548,400	693,200	1,435,500
<b>TOTAL</b>	<b>13.6</b>	<b>16</b>	<b>16</b>	<b>\$2,019,600</b>	<b>\$2,414,400</b>	<b>\$3,224,800</b>

## Human Resources Division

*Administrative Services*  
*General Fund/1601*

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$346,899	\$392,600	\$490,900	\$510,400
1003	Salaries, Part Time	4,613		6,000	6,000
1006	Salaries, Overtime	1,144	2,800	2,800	2,800
1009	Salaries Redistributed		3,300	(104,000)	(110,600)
1038	Sick Leave Payoff	3,200	5,000	3,400	3,400
1040	Vacation Payoff	4,700	87,900	5,200	5,200
1101	Retirement	71,048		102,000	110,100
1103	P.A.R.S. Retirement	5	16,700	200	200
1104	P.E.R.S. Unfunded Liability	22,300	2,600	11,200	11,200
1201	Workers' Compensation	2,400	79,600	2,700	2,800
1300	Employee Group Insurance	74,000	5,700	99,500	109,000
1318	Medicare Insurance	5,150		7,100	7,500
<b>Subtotal</b>		<b>535,459</b>	<b>596,200</b>	<b>627,000</b>	<b>658,000</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	9,298	10,900	11,100	12,100
2024	Electricity	2,684	3,200	3,200	3,200
2027	Water	215	200	300	300
2031	Telephone	1,095	800	800	800
2101	Materials and Supplies	20,584	15,200	18,000	18,100
2170	General Insurance	4,900	5,300	5,500	5,700
2222	Repairs and Maint. Other		500	500	500
2281	Printing	139	1,600	1,600	1,600
2302	Legal Advertising	3,007	13,000	14,000	14,000
2401	Contractual Services	67,578	83,700	85,000	85,000
<b>Subtotal</b>		<b>109,500</b>	<b>134,400</b>	<b>140,000</b>	<b>141,300</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	5,096		2,800	
<b>Subtotal</b>		<b>5,096</b>	<b>0</b>	<b>2,800</b>	<b>0</b>
<b><u>Special Programs</u></b>					
8000	DMV Requirements	6,292	7,400	7,400	7,400
8031	Educational Reimbursement	22,787	20,000	20,000	20,000
8039	Employee Training	8,935	16,000	16,000	16,000
8043	Employee Development			25,000	25,000
<b>Subtotal</b>		<b>38,014</b>	<b>43,400</b>	<b>68,400</b>	<b>68,400</b>
<b>Grand Total</b>		<b>\$688,069</b>	<b>\$774,000</b>	<b>\$838,200</b>	<b>\$867,700</b>

## Human Resources Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Human Resources/Risk Manager	1	1	1	\$169,800	\$173,700	\$178,100
Administrative Analyst	2	2	2	165,500	169,300	173,600
Sr. Office Specialist		1	1		59,300	60,800
Sr. Personnel Specialist	1			57,300		
Sr. Administrative Analyst		1	1		88,600	97,900
<b>TOTAL</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>\$392,600</b>	<b>\$490,900</b>	<b>\$510,400</b>

**Information Technology Services***Administrative Services**General Fund/1603*

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$289,145	\$342,400	\$477,700	\$501,300
1003	Salaries, Part Time			110,000	110,000
1006	Salaries, Overtime	13,475	9,300	9,300	9,300
1038	New Sick Leave Payoff	2,200	2,300	2,600	2,600
1040	Vacation Payoff	2,500	2,700	2,900	2,900
1101	Retirement	61,197	76,700	98,200	104,300
1103	P.A.R.S. Retirement			3,500	3,500
1104	P.E.R.S. Unfunded Liability	15,200	11,400	7,600	7,600
1201	Workers' Compensation	1,700	1,800	2,000	2,000
1300	Employee Group Insurance	55,500	59,700	59,700	65,400
1318	Medicare Insurance	4,402	5,100	8,400	8,700
<b>Subtotal</b>		<b>445,319</b>	<b>511,400</b>	<b>781,900</b>	<b>817,600</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	613	3,200	3,200	3,200
2024	Electricity	9,124	10,700	10,000	10,000
2027	Water	732	600	800	800
2031	Telephone	2,468	2,600	2,600	2,600
2101	Materials and Supplies	22,824	12,000	15,000	15,000
2150	Rents and Leases	105,279	67,400	186,800	195,800
2170	General Insurance	3,400	3,600	4,000	4,400
2222	Repairs and Maint. Other	28,390	32,000	32,000	32,000
2401	Contractual Services	178,205	122,400	70,200	70,200
2804	Costs Redistributed				
<b>Subtotal</b>		<b>351,035</b>	<b>254,500</b>	<b>324,600</b>	<b>334,000</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	14,678	3,000	135,000	
5622	Other Equipment	37,240		62,200	5,200
<b>Subtotal</b>		<b>51,918</b>	<b>3,000</b>	<b>197,200</b>	<b>5,200</b>
<b><u>Special Programs</u></b>					
8999	Equipment and Software Replacement Reserve			222,000	222,000
<b>Subtotal</b>		<b>0</b>	<b>0</b>	<b>222,000</b>	<b>222,000</b>
<b>Grand Total</b>		<b>\$848,272</b>	<b>\$768,900</b>	<b>\$1,525,700</b>	<b>\$1,378,800</b>

## Information Technology Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Computer Network Administrator	1	1	1	\$128,400	\$131,300	\$134,600
Information System Specialist	1	1	1	112,900	115,500	118,400
Sr. Information Technology Analyst	1	1	1	101,100	112,100	120,600
Project Manager		1	1		118,800	127,700
<b>TOTAL</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>\$342,400</b>	<b>\$477,700</b>	<b>\$501,300</b>

**Finance Division****Administrative Services**

General Fund/1701

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$713,753	\$736,200	\$758,600	\$777,600
1003	Salaries, Part Time	77,128	65,000	26,000	26,000
1006	Salaries, Overtime	2,486	3,900	3,900	3,900
1009	Salaries, Redistributed	(45,100)	(45,100)	(47,000)	(47,000)
1038	Sick Leave Payoff	6,500	6,700	7,000	7,000
1040	Vacation Payoff	26,100	27,500	28,500	28,500
1101	Retirement	140,508	162,400	174,900	195,300
1103	P.A.R.S. Retirement	3,059	2,400	1,000	1,000
1104	P.E.R.S. Unfunded Liability	46,400	34,800	23,300	23,300
1201	Workers' Compensation	4,900	5,300	5,800	6,300
1300	Employee Group Insurance	122,100	131,300	131,300	144,000
1318	Medicare Insurance	10,725	11,000	12,400	12,900
<b>Subtotal</b>		<b>1,108,560</b>	<b>1,141,400</b>	<b>1,125,700</b>	<b>1,178,800</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	9,410	12,600	12,600	12,600
2024	Electricity	2,684	3,200	2,900	2,900
2027	Water	215	200	300	300
2031	Telephone	3,127	2,600	3,200	3,200
2101	Materials and Supplies	7,749	10,800	10,800	10,800
2150	Rents and Leases	846	1,000	1,000	100
2170	General Insurance	9,700	10,500	11,500	12,600
2222	Repairs and Maint. Other	2,961	3,200	3,200	3,200
2281	Printing	7,059	10,500	10,600	10,600
2401	Contractual Services	83,915	128,900	148,900	145,900
<b>Subtotal</b>		<b>127,666</b>	<b>183,500</b>	<b>205,000</b>	<b>202,200</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment			2,400	37,200
<b>Subtotal</b>		<b>0</b>	<b>0</b>	<b>2,400</b>	<b>37,200</b>
<b>Grand Total</b>		<b>\$1,236,226</b>	<b>\$1,324,900</b>	<b>\$1,333,100</b>	<b>\$1,418,200</b>

## ***Finance Division Position Summary***

<u><b>Position Title</b></u>	<i><b>No. of Positions</b></i>			<i><b>Salaries</b></i>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Director of Administrative Services	1	1	1	\$215,900	\$220,700	\$226,300
Finance Manager		1	1		173,700	178,100
Finance Officer	1			169,800		
Accountant	1	1	1	93,400	95,500	103,900
Accounting Technician	1.6	2	2	132,400	135,300	138,700
Senior Office Specialist	2	2	2	123,800	126,500	129,700
Bilingual Pay				900	900	900
<b>TOTAL</b>	<b>6.6</b>	<b>7</b>	<b>7</b>	<b>\$736,200</b>	<b>\$752,600</b>	<b>\$777,600</b>



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

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$213,118	\$548,400	\$693,200	\$1,435,500
1003	Salaries, Part Time	\$90,000	90,000	90,000	90,000
1101	Retirement		122,900	122,900	122,900
1103	P.A.R.S. Retirement			2,900	2,900
1104	P.E.R.S. Unfunded Liability	175,000		42,700	42,700
1318	Medicare Insurance		8,000	8,000	8,000
	<b>Subtotal</b>	<b>478,118</b>	<b>769,300</b>	<b>959,700</b>	<b>1,702,000</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	26,199	26,000	26,000	26,000
2101	Materials and Supplies	6,466	19,700	18,200	18,200
2222	Repairs and Maint. Other	57,729		60,000	60,000
2401	Contractual Services		60,000		
2432	Postage	32,563	48,600	48,600	48,600
2804	Costs Redistributed	(652,000)	(652,000)	(743,200)	(743,200)
2940	Cross Cultural Task Force	30,000	30,000	30,000	30,000
	<b>Subtotal</b>	<b>(499,043)</b>	<b>(467,700)</b>	<b>(560,400)</b>	<b>(560,400)</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	7,806	542,600	142,400	144,500
	<b>Subtotal</b>	<b>7,806</b>	<b>542,600</b>	<b>142,400</b>	<b>144,500</b>
<b><u>Special Programs</u></b>					
8125	Grant Seeking Specialist		60,000	60,000	66,000
8204	LAFCO Funding		5,000	5,000	5,000
8325	Crossing Guard		6,600	7,000	8,000
8415	Strategic Planning		10,000	10,000	10,000
8610	Employee Picnic		5,000	5,000	5,000
8611	PT Employees Healthy Family Program		10,000		
8735	FT School Resource Officer		25,000	25,000	25,000
8837	Airplane Noise			10,000	10,000
8840	LB Chamber Economic Dev			25,000	
8980	Assist Employee Recruitment			250,000	
	<b>Subtotal</b>	<b>529,342</b>	<b>121,600</b>	<b>397,000</b>	<b>129,000</b>
<b><u>Capital Improvements</u></b>					
9374	Open Space Acquisition*	1,419,540	20,000	20,000	20,000
	<b>Subtotal</b>	<b>1,419,540</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
	<b>Grand Total</b>	<b>\$1,935,763</b>	<b>\$985,800</b>	<b>\$958,700</b>	<b>\$1,435,100</b>

\* Funded from the Open Space Fund.

# Police Department

The Police Department's budget is organized into three divisions and provides general law enforcement services, including animal control. There are 96 full-time positions, which continues to be the highest level of staffing in the Police Department's history. Fifty-two of these positions are sworn personnel. The department augments its services with the assistance of three reserve officers, over 300 community volunteers representing our various volunteer groups such as COPs, CERT, and the Animal Shelter, ten police explorers, and twenty-five seasonal Police Cadet and Beach Patrol positions during the summer months.

## **Support and Investigative Services Division:**

**Support Services** - This unit provides technical support functions for the department through the management of records, facility maintenance, purchasing, computer systems, planning and research, information technology, public safety communications (Police, Fire and Marine Safety-during the winter months), vehicle maintenance, and statistical analysis. The most critical responsibility involves Public Safety Communications which is staffed by eleven full-time dispatchers. These highly trained personnel process emergency and non-emergency calls for the Police, Fire and Marine Safety Departments. The records section is staffed by four specialists who are responsible for assisting the public at the business counter, processing reports, compiling statistical information pursuant to local, state and federal mandates, preparation of court documents and processing of citations. This division also coordinates fleet maintenance for 35 vehicles, completes departmental payroll and co-manages the parking enforcement program.

**Investigative Services** - This section is responsible for the investigation of crimes, internal affairs, property and evidence collection, storage and destruction, background investigations of new employees, forensic services, citywide emergency preparedness, court liaison duties and processing of special permits. Staffing consists of ten sworn and three professional staff members. Each are involved in criminal investigations, ranging from simple, to highly complicated criminal investigations. The Community Services Officer develops community engagement opportunities to reduce crime in the community and provides safety programs for our schools, businesses and residents. The Youth Diversion Program also provides an alternative to the juvenile justice system by allowing minor juvenile indiscretions to be handled at a local informal level. This segment of the unit is handled by the new School Resource Officer, who divides their time between all the various schools in the community.

## **Field Services Division:**

This division consists of uniformed field personnel responsible for enforcement of municipal, state and federal laws. The patrol section includes 44 field Police Officers to handle all of the calls for service within the community. Sergeants and officers are assigned a geographical beat and are responsible for identifying crime and nuisances issues, strategies to combat them and community outreach within the beat, as part of the departments team policing philosophy. Six sergeants are

assigned to Field Services as supervisors and two lieutenants serve as shift commanders, and all are overseen by a Divisional Captain.

Within this division, there is a Traffic Unit that consists of a sergeant with two motorcycle officers, who support the patrol officers by investigating complex traffic collisions, enforce traffic violations, and are used as normal beat officers as deployment demands increase. This division is also responsible for Jail Operations, which includes three full-time jailers and five part-time jailers. Reserve officers, police explorers and volunteers perform many duties which would otherwise be assigned to full time employees.

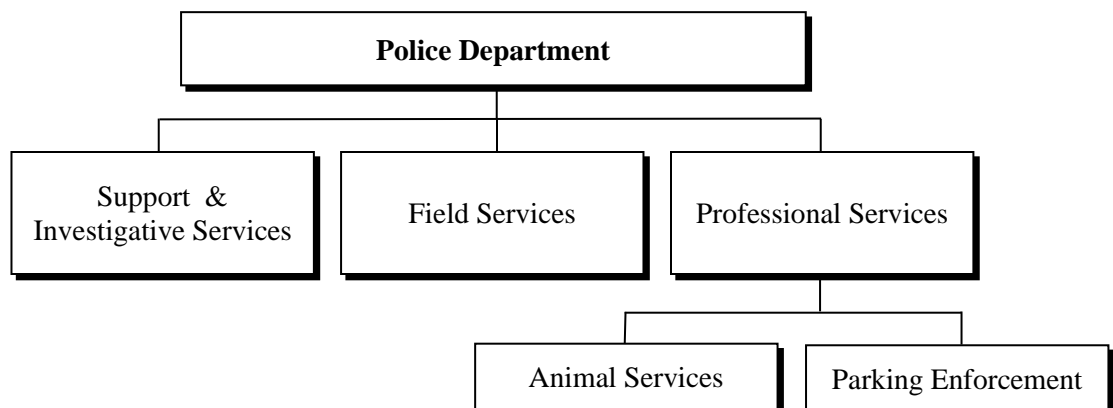
### **Professional Services Division:**

**Animal Services** - Under the supervision of the Kennel Manager and with three full time personnel and approximately 40 volunteers, the Animal Shelter cares for more than 300 impounded animals each year. Additionally, three Animal Services Officers enforce animal regulations within Laguna Beach and the community of Laguna Woods. The staff in this section license more than 4,000 animals each year, oversee the City's dog park, and assist with the rehabilitation and release of injured wild animals and birds.

**Parking Enforcement** - This unit has five full-time personnel and two part-time summer enforcement officers, as well as support staff who are responsible for processing several thousand parking citations per year and collecting the associated fines. The officers enforce all parking regulations, remove traffic hazards, monitor abandoned vehicles and conduct traffic direction. All parking personnel are equipped and trained to provide immediate field support during major incidents, disasters and traffic/crowd control situations.

**Measure LL** - In November 2016, nearly 80% of Laguna Beach voters authorized a 2% increase in the transient occupancy tax to fund services provided to the community from the impacts associated with an estimated 6.5 million annual visitors. The intended use of the funding is to protect beaches from pollution while increasing fire, police and emergency response services. The Police Department has used its portion of the funding to increase service levels by hiring two full-time Beach Patrol Officers and add a second Community Outreach Officer.

The chart below shows the budget structure of the Police Department.



## Police Department Budget Summary

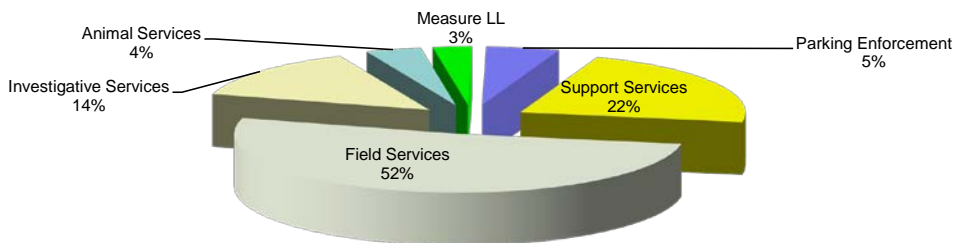
*All  
Divisions*

<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 2019-20</b>					<b>Division</b>
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
Support Services	\$3,599,800	\$836,400	\$156,600	\$3,000		<b>\$4,595,800</b>
Field Services	10,039,100	637,100		21,000		<b>\$10,697,200</b>
Investigative Services	2,683,100	207,900	40,000			<b>\$2,931,000</b>
Animal Services	714,700	109,400		5,000		<b>\$829,100</b>
Measure LL	578,100	4,900				<b>\$583,000</b>
Parking Enforcement	898,800	189,500				<b>\$1,088,300</b>
<b>Department Total</b>	<b>\$18,513,600</b>	<b>\$1,985,200</b>	<b>\$196,600</b>	<b>\$29,000</b>	<b>\$0</b>	<b>\$20,724,400</b>

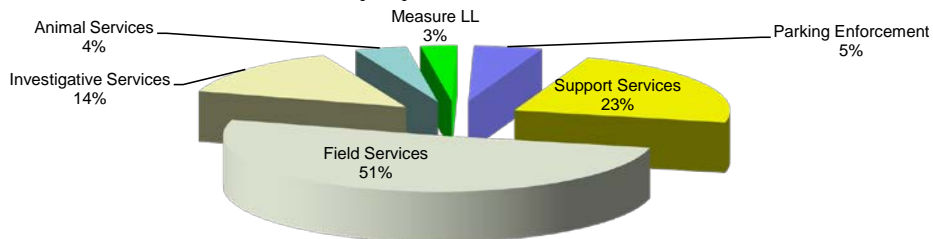
  

<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 2020-21</b>					<b>Division</b>
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
Support Services	\$3,743,300	\$843,900	\$338,600	\$3,000		<b>\$4,928,800</b>
Field Services	10,322,900	637,700		21,000		<b>\$10,981,600</b>
Investigative Services	2,795,100	212,900	40,000			<b>\$3,048,000</b>
Animal Services	729,400	109,900		5,000		<b>\$844,300</b>
Measure LL	587,300	5,200				<b>\$592,500</b>
Parking Enforcement	913,400	190,400				<b>\$1,103,800</b>
<b>Department Total</b>	<b>\$19,091,400</b>	<b>\$2,000,000</b>	<b>\$378,600</b>	<b>\$29,000</b>	<b>\$0</b>	<b>\$21,499,000</b>

**Summary By Division FY 2019-20**



**Summary By Division FY 2020-21**



## ***Police Department Budget Detail***

***All  
Divisions***

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$8,551,834	\$9,633,900	\$9,830,000	\$9,998,500
1003	Salaries, Part Time	513,696	401,500	499,000	504,000
1006	Salaries, Overtime	1,030,470	564,400	892,100	892,100
1009	Salaries, Redistributed	0	0	(500)	(500)
1038	Sick Leave Payoff	87,100	89,600	101,300	101,300
1040	Vacation Payoff	188,500	198,100	206,300	210,200
1042	Comp Time Payoffs	20,900	20,900	21,100	21,100
1053	Holiday Allowance	201,756	132,500	143,500	143,500
1101	Retirement	2,362,550	2,803,300	3,272,700	3,468,900
1102	PERS-Side Fund	477,700	477,700	477,700	477,700
1103	P.A.R.S. Retirement	19,520	15,000	16,100	16,200
1104	P.E.R.S. Unfunded Liability	687,400	521,300	358,000	358,000
1201	Workers' Compensation	506,800	549,600	561,200	575,600
1300	Employee Group Insurance	1,776,000	1,930,300	1,970,100	2,156,300
1318	Medicare Insurance	148,287	151,700	165,000	168,500
	<b>Subtotal</b>	<b>16,572,515</b>	<b>17,489,800</b>	<b>18,513,600</b>	<b>19,091,400</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	107,255	69,300	79,600	80,100
2011	Training, Travel and Dues	31,969	24,000	25,900	25,900
2021	Natural Gas	1,455	2,200	2,200	2,200
2024	Electricity	30,897	35,300	35,900	35,900
2027	Water	4,487	4,500	4,800	4,800
2031	Telephone	81,462	122,200	124,200	124,200
2051	Gas and Lubrications	88,174	114,600	119,000	119,000
2101	Materials and Supplies	170,543	125,400	142,200	142,700
2150	Rents and Leases	315,854	325,300	318,900	318,900
2170	General Insurance	199,500	216,100	236,900	250,200
2201	Repairs and Maint. Auto.	70,568	96,600	94,400	94,400
2222	Repairs and Maint. Other	95,896	106,300	112,400	112,900
2281	Printing	29,941	26,800	27,600	27,600
2401	Contractual Services	640,185	610,500	661,200	661,200
	<b>Subtotal</b>	<b>1,868,186</b>	<b>1,879,100</b>	<b>1,985,200</b>	<b>2,000,000</b>

***Police Department  
Budget Detail***

***All  
Divisions***

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	100,617		98,600	325,600
5622	Other Equipment	264,984	184,900	58,000	13,000
	<b>Subtotal</b>	<b>365,601</b>	<b>184,900</b>	<b>156,600</b>	<b>338,600</b>
<b><u>Special Programs</u></b>					
	Special Programs	1,035,758	61,700	69,000	69,000
	<b>Subtotal</b>	<b>1,035,758</b>	<b>61,700</b>	<b>69,000</b>	<b>69,000</b>
	<b>Grand Total</b>	<b>\$19,842,060</b>	<b>\$19,615,500</b>	<b>\$20,724,400</b>	<b>\$21,499,000</b>

# Police Department Position Summary

*All  
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Police Chief	1	1	1	\$215,900	\$220,700	\$226,300
Police Captain	2	2	2	348,800	359,200	359,200
Police Lieutenant	2	2	2	320,000	346,200	346,200
Police Sergeant	8	7	7	1,066,900	1,051,400	1,051,400
Police Corporal	13	13	13	1,521,700	1,357,100	1,393,600
Police Officer	26	27	27	2,431,500	2,671,800	2,753,400
Beach Patrol Officer	2	2	2	108,000	97,800	100,000
Dispatcher	8	8	8	622,100	627,900	646,900
Senior Dispatcher	3	3	3	276,000	280,200	280,200
Records Specialist	5	4	4	282,900	239,400	242,100
Records Specialist/Jail Supervisor	1	1	1	73,100	78,000	81,900
Support Services Supervisor	1	1	1	128,900	130,900	130,900
Police Civilian Supervisor	1	1	1	155,800	157,400	157,400
Emergency Operations Coordinator	1	1	1	110,200	113,500	113,500
Police Fleet Coordinator	1	1	1	80,600	81,900	81,900
Administrative Assistant	1	1	1	75,500	77,300	79,300
Admin. Office Specialist	1	1	1	66,300	67,900	69,600
Administrative Analyst		1	1		82,800	82,800
Comm. Serv. Officer II	2	2	2	150,900	151,000	151,000
Comm. Serv. Officer I						
Comm. Serv. Officer	1	2	2	70,400	143,000	143,000
Sr. Office Specialist	1			61,900		
Kennel Manager	1	1	1	70,400	73,200	73,200
Animal Serv. Officer	3	3	3	207,900	219,600	219,600
Kennel Aide	2	2	2	122,000	124,000	124,000
Parking Control Officer	4	4	4	261,400	265,600	265,600
Sr. Parking Control Officer	1	1	1	74,400	75,500	75,500
Computer Operator	1			70,400		
Jailers*	2	2	2	80,100	109,600	109,600
Assignment Pay				14,000	14,600	14,600
Bilingual Pay				8,100	8,100	8,100
Education Incentive				126,300	152,700	161,200
POST Certification				212,500	222,000	226,800
Uniform Pay				12,000	12,000	12,000
<i>Subtotal</i>	95	94	94	9,426,900	9,612,300	9,780,800
<u>Measure LL</u>						
Community Outreach Officer	1	1	1	94,300	97,100	97,100
Beach Patrol Officer	2	2	2	108,000	111,500	111,500
Education Incentive					2,600	2,600
POST Certification				4,700	6,500	6,500
<i>Subtotal</i>	3	3	3	207,000	217,700	217,700
<b>TOTAL</b>	98	97	97	\$9,633,900	\$9,830,000	\$9,998,500

Note:

\*Partially funded by Measure LL Fund

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

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$2,018,584	\$2,217,200	\$2,271,200	\$2,306,100
1003	Salaries, Part Time	7,921	55,000	55,000	60,000
1006	Salaries, Overtime	185,553	65,000	71,500	71,500
1009	Salaries, Redistributed	(154,100)	(154,100)	(161,600)	(161,600)
1038	Sick Leave Payoff	18,100	18,600	19,800	19,800
1040	Vacation Payoff	34,800	36,600	38,900	38,900
1042	Comp Time Payoffs	3,500	3,500	3,600	3,600
1053	Holiday Allowance	33,870	28,700	29,200	29,200
1101	Retirement	424,190	570,400	608,700	662,000
1102	PERS-Side Fund	33,400	33,400	33,400	33,400
1103	P.A.R.S. Retirement	297	2,100	1,800	1,900
1104	P.E.R.S. Unfunded Liability	159,900	119,900	86,900	86,900
1201	Workers' Compensation	23,800	25,800	28,300	31,100
1300	Employee Group Insurance	444,000	477,600	477,600	523,200
1318	Medicare Insurance	33,028	34,300	35,500	37,300
	<b>Subtotal</b>	<b>3,266,843</b>	<b>3,534,000</b>	<b>3,599,800</b>	<b>3,743,300</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	11,000	8,000	9,000	9,500
2011	Training, Travel and Dues	16,568	10,500	12,000	12,000
2024	Electricity	25,626	30,000	30,000	30,000
2027	Water	2,037	1,800	2,100	2,100
2031	Telephone	64,269	105,900	106,900	106,900
2051	Gas and Lubrications	1,885	7,200	7,200	7,200
2101	Materials and Supplies	47,377	44,800	47,000	47,500
2150	Rents and Leases	18,295	18,800	22,300	22,300
2170	General Insurance	50,500	54,700	60,100	66,100
2201	Repairs and Maint. Automotive	17	5,700	5,900	5,900
2222	Repairs and Maint. Other	83,506	85,000	90,000	90,500
2281	Printing	7,698	8,200	8,400	8,400
2401	Contractual Services	394,455	390,700	435,500	435,500
	<b>Subtotal</b>	<b>723,233</b>	<b>771,300</b>	<b>836,400</b>	<b>843,900</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	79,956		98,600	325,600
5622	Other Equipment	217,518	184,900	58,000	13,000
	<b>Subtotal</b>	<b>297,474</b>	<b>184,900</b>	<b>156,600</b>	<b>338,600</b>



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

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>Special Programs</b>					
8061	O.C. Human Relations Comm.	2,682	2,700	3,000	3,000
8063	800 MHz Countywide System	696,102			
8970	EOC Improvements	29,900			
	<b>Subtotal</b>	728,684	2,700	3,000	3,000
	<b>Grand Total</b>	<b>\$5,016,234</b>	<b>\$4,492,900</b>	<b>\$4,595,800</b>	<b>\$4,928,800</b>

## Support Services Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Police Chief	1	1	1	\$215,900	\$220,700	\$226,300
Police Captain	1	1	1	174,400	179,600	179,600
Support Services Supervisor	1	1	1	128,900	130,900	130,900
Police Civilian Administrator	1	1	1	155,800	157,400	157,400
Emergency Operations Coordinator	1	1	1	110,200	113,500	113,500
Dispatcher	8	8	8	622,100	627,900	646,900
Sr. Dispatcher	3	3	3	276,000	280,200	280,200
Records Specialist	4	4	4	221,900	239,400	242,100
Records Specialist/Jail Superv	1	1	1	73,100	78,000	81,900
Administrative Assistant	1	1	1	75,500	77,300	79,300
Admin. Office Specialist	1	1	1	66,300	67,900	69,600
Police Fleet Coordinator	1	1	1	80,600	81,900	81,900
Bilingual Pay				5,400	5,400	5,400
Assignment Pay				11,100	11,100	11,100
<b>TOTAL</b>	24	24	24	\$2,217,200	\$2,271,200	\$2,306,100

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

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$4,591,935	\$5,112,800	\$5,041,700	\$5,120,600
1003	Salaries, Part Time	404,100	290,000	350,000	350,000
1006	Salaries, Overtime	683,368	400,000	480,000	480,000
1009	Salaries, Redistributed	(39,400)	(39,400)	(39,400)	(39,400)
1038	Sick Leave Payoff	47,700	49,100	58,400	58,400
1040	Vacation Payoff	120,100	126,200	130,000	133,900
1042	Comp Time Payoffs	14,500	14,500	14,500	14,500
1053	Holiday Allowance	128,843	68,000	74,800	74,800
1101	Retirement	1,407,667	1,607,500	1,884,200	1,990,600
1102	PERS-Side Fund	353,500	353,500	353,500	353,500
1103	P.A.R.S. Retirement	15,511	10,900	11,200	11,200
1104	P.E.R.S. Unfunded Liability	369,200	276,900	184,600	184,600
1201	Workers' Compensation	449,900	488,100	493,800	501,600
1300	Employee Group Insurance	814,000	895,500	915,400	1,000,900
1318	Medicare Insurance	83,518	83,200	86,400	87,700
	<b>Subtotal</b>	<b>9,444,442</b>	<b>9,736,800</b>	<b>10,039,100</b>	<b>10,322,900</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	84,698	51,000	59,600	59,600
2011	Training, Travel and Dues	9,400	7,400	7,900	7,900
2031	Telephone	8,373	8,900	9,000	9,000
2051	Gas and Lubrications	70,002	84,500	88,000	88,000
2101	Materials and Supplies	67,931	27,600	38,200	38,200
2150	Rents and Leases	232,501	231,400	222,100	222,100
2170	General Insurance	89,200	96,700	106,300	106,900
2201	Repairs and Maint. Auto.	53,524	71,000	71,000	71,000
2222	Repairs and Maint. Other	6,783	5,200	7,000	7,000
2281	Printing	6,418	4,000	4,500	4,500
2401	Contractual Services	28,822	22,700	23,500	23,500
	<b>Subtotal</b>	<b>657,653</b>	<b>610,400</b>	<b>637,100</b>	<b>637,700</b>
<b>Capital Outlay</b>					
5622	Other Equipment	32,099			
	<b>Subtotal</b>	<b>32,099</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8100	K-9 Program	8,331	8,000	8,000	8,000
8245	CERT Program	18,764	10,000	13,000	13,000
8416	Traffic Safety Grant-DUI	100,004			
8422	KX93.5 Emergency Radio	8,952			
8423	Local Hazard Mitigation-FEMA	88,138			
	<b>Subtotal</b>	<b>224,189</b>	<b>18,000</b>	<b>21,000</b>	<b>21,000</b>
	<b>Grand Total</b>	<b>\$10,358,383</b>	<b>\$10,365,200</b>	<b>\$10,697,200</b>	<b>\$10,981,600</b>

## ***Field Services Position Summary***

<u><b>Position Title</b></u>	<i><b>No. of Positions</b></i>			<i><b>Salaries</b></i>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Police Captain	1	1	1	\$174,300	\$179,600	\$179,600
Police Lieutenant	2	2	2	320,000	346,200	346,200
Police Sergeant	7	6	6	933,500	915,400	915,400
Police Corporal	11	9	9	1,287,200	914,500	920,100
Police Officer	20	22	22	1,921,700	2,185,100	2,253,100
Beach Patrol Officer	2	2	2	108,000	97,800	100,000
Jailers*	2	2	2	80,100	109,600	109,600
Education Incentive				106,300	104,900	108,000
Bilingual Pay				1,800	1,800	1,800
Uniform Pay				1,200	1,200	1,200
POST Certification				178,700	185,600	185,600
<b>TOTAL</b>	<b>45</b>	<b>44</b>	<b>44</b>	<b>\$5,112,800</b>	<b>\$5,041,700</b>	<b>\$5,120,600</b>

Note:

\*Partially funded by Measure LL Fund

**Measure LL Field Services Division**

*Police Department*  
*Measure LL Fund/2102&2112*

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$216,442	\$207,000	\$217,600	\$217,600
1003	Salaries, Part Time			218,100	218,100
1009	Salaries, Redistributed	39,400	39,400	39,400	39,400
1038	Sick Leave Payoff	1,000	1,000	1,000	1,000
1040	Vacation Payoff	1,100	1,000	1,000	1,000
1101	Retirement	31,533	24,800	32,800	36,000
1201	Workers' Compensation	3,000	3,200	3,500	3,800
1300	Employee Group Insurance	55,500	59,700	59,700	65,400
1318	Medicare Insurance	3,370	3,000	5,000	5,000
	<b>Subtotal</b>	<b>351,346</b>	<b>339,100</b>	<b>578,100</b>	<b>587,300</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	1,066	1,000	1,000	1,000
2031	Telephone	396		400	400
2170	General Insurance	3,000	3,200	3,500	3,800
	<b>Subtotal</b>	<b>4,462</b>	<b>4,200</b>	<b>4,900</b>	<b>5,200</b>
	<b>Grand Total</b>	<b>\$355,808</b>	<b>\$343,300</b>	<b>\$583,000</b>	<b>\$592,500</b>

## ***Measure LL Field Services Position Summary***

<u><b>Position Title</b></u>	<i><b>No. of Positions</b></i>			<i><b>Salaries</b></i>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Beach Patrol Officer	2	2	2	108,000	\$97,100	\$97,100
Community Outreach Officer	1	1	1	94,300	111,500	111,500
Education Incentive					2,600	2,600
POST Certification				4,700	6,500	6,500
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>\$207,000</b>	<b>\$217,700</b>	<b>\$217,700</b>

**Investigative Services Division***Police Department  
General Fund/2104*

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$981,637	\$1,225,600	\$1,465,700	\$1,520,400
1003	Salaries, Part Time	55,462	25,000	50,000	50,000
1006	Salaries, Overtime*	138,432	91,400	110,000	110,000
1038	Sick Leave Payoff	12,100	12,500	13,300	13,300
1040	Vacation Payoff	21,300	22,400	23,800	23,800
1042	Comp Time Payoffs	2,900	2,900	3,000	3,000
1053	Holiday Allowance	21,372	21,700	25,000	25,000
1101	Retirement	337,668	401,600	517,800	545,600
1102	PERS-Side Fund	90,800	90,800	90,800	90,800
1103	P.A.R.S. Retirement	1,900	900	1,600	1,600
1104	P.E.R.S. Unfunded Liability	109,400	82,000	53,500	53,500
1201	Workers' Compensation	21,200	23,000	25,300	27,800
1300	Employee Group Insurance	222,000	238,800	278,600	305,200
1318	Medicare Insurance	17,901	19,800	24,700	25,100
	<b>Subtotal</b>	<b>2,034,072</b>	<b>2,258,400</b>	<b>2,683,100</b>	<b>2,795,100</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	6,132	5,000	5,500	5,500
2011	Training, Travel and Dues	5,701	5,500	5,300	5,300
2031	Telephone	6,132	6,000	6,200	6,200
2051	Gas and Lubrications	5,990	10,000	10,500	10,500
2101	Materials and Supplies	21,518	18,700	21,500	21,500
2150	Rents and Leases	22,854	32,900	30,100	30,100
2170	General Insurance	42,700	46,300	50,900	55,900
2201	Repairs and Maint. Auto.	2,505	8,800	6,000	6,000
2222	Repairs and Maint. Other	575	3,600	2,000	2,000
2281	Printing	1,951	2,000	1,000	1,000
2401	Contractual Services	74,223	64,000	68,900	68,900
	<b>Subtotal</b>	<b>190,281</b>	<b>202,800</b>	<b>207,900</b>	<b>212,900</b>
<b>Special Programs</b>					
8118	P.O.S.T. Reimb. Training	71,795	36,000	40,000	40,000
8244	D.A.R.E. Program				
	<b>Subtotal</b>	<b>71,795</b>	<b>36,000</b>	<b>40,000</b>	<b>40,000</b>
	<b>Grand Total</b>	<b>\$2,296,148</b>	<b>\$2,497,200</b>	<b>\$2,931,000</b>	<b>\$3,048,000</b>

\* Partly or fully funded by a police grant.

## ***Investigative Services Position Summary***

<u><b>Position Title</b></u>	<i><b>No. of Positions</b></i>			<i><b>Salaries</b></i>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Police Sergeant	1	1	1	\$133,400	\$136,000	\$136,000
Police Corporal	2	4	4	234,500	442,600	473,500
Police Officer	5	5	5	509,700	486,700	500,300
Comm. Serv. Officer II	2	2	2	150,900	151,000	151,000
Comm. Serv. Officer	1	1	1	70,400	71,500	71,500
Sr. Office Specialist	1			61,900		
Administrative Analyst		1	1		82,800	82,800
Uniform Pay				10,800	10,800	10,800
Education Incentive				20,000	45,200	50,600
POST Certification				34,000	39,100	43,900
<b>TOTAL</b>	<b>12</b>	<b>14</b>	<b>14</b>	<b>\$1,225,600</b>	<b>\$1,465,700</b>	<b>\$1,520,400</b>



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

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$369,600	\$400,300	\$416,800	\$416,800
1003	Salaries, Part Time	31,625	23,500	29,000	29,000
1006	Salaries, Overtime	6,748	3,000	4,000	4,000
1038	Sick Leave Payoff	3,900	4,000	4,200	4,200
1040	Vacation Payoff	6,500	6,900	7,500	7,500
1053	Holiday Allowance	10,450	10,800	11,000	11,000
1101	Retirement	77,639	92,400	96,900	99,700
1103	P.A.R.S. Retirement	1,246	800	1,000	1,000
1104	P.E.R.S. Unfunded Liability	25,900	19,500	13,000	13,000
1201	Workers' Compensation	4,300	4,600	5,000	5,500
1300	Employee Group Insurance	111,000	119,400	119,400	130,800
1318	Medicare Insurance	5,103	5,300	6,900	6,900
	<b>Subtotal</b>	<b>654,013</b>	<b>690,500</b>	<b>714,700</b>	<b>729,400</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	1,670	2,000	2,200	2,200
2011	Training, Travel and Dues	220	400	500	500
2021	Natural Gas	1,455	2,200	2,200	2,200
2024	Electricity	5,271	5,300	5,900	5,900
2027	Water	2,450	2,700	2,700	2,700
2031	Telephone	732	500	700	700
2051	Gas and Lubrications	7,425	7,800	8,100	8,100
2101	Materials and Supplies	28,428	27,800	29,000	29,000
2150	Rents and Leases	20,700	20,700	20,900	20,900
2170	General Insurance	6,000	6,500	7,000	7,500
2201	Repairs and Maint. Auto.	6,980	4,800	5,000	5,000
2222	Repairs and Maint. Other	3,981	5,500	6,000	6,000
2281	Printing	4,235	2,600	2,900	2,900
2401	Contractual Services	28,811	16,100	16,300	16,300
	<b>Subtotal</b>	<b>118,357</b>	<b>104,900</b>	<b>109,400</b>	<b>109,900</b>
<b><u>Special Programs</u></b>					
8185	Estate Donation Expenditures	6,226			
8243	Animal Shelter Donations	4,863	5,000	5,000	5,000
	<b>Subtotal</b>	<b>11,089</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
	<b>Grand Total</b>	<b>\$783,459</b>	<b>\$800,400</b>	<b>\$829,100</b>	<b>\$844,300</b>

## ***Animal Services Position Summary***

<u><b>Position Title</b></u>	<i><b>No. of Positions</b></i>			<i><b>Salaries</b></i>		
	<b>Adopted Budget</b>	<b>Adotped Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Kennel Manager	1	1	1	\$70,400	\$73,200	\$73,200
Animal Services Officers	3	3	3	207,900	219,600	219,600
Kennel Aides	2	2	2	122,000	124,000	124,000
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>\$400,300</b>	<b>\$416,800</b>	<b>\$416,800</b>

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

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adotped Budget 2019-20	Adopted Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$373,637	\$471,000	\$417,000	\$417,000
1003	Salaries, Part Time	14,587	8,000	15,000	15,000
1006	Salaries, Overtime	16,364	5,000	8,500	8,500
1009	Salaries, Redistributed	154,104	154,100	161,100	161,100
1038	Sick Leave Payoff	4,300	4,400	4,600	4,600
1040	Vacation Payoff	4,700	5,000	5,100	5,100
1053	Holiday Allowance	7,222	3,300	3,500	3,500
1101	Retirement	83,853	106,600	132,300	135,000
1103	P.A.R.S. Retirement	567	300	500	500
1104	P.E.R.S. Unfunded Liability	23,000	23,000	20,000	20,000
1201	Workers' Compensation	4,600	4,900	5,300	5,800
1300	Employee Group Insurance	129,500	139,300	119,400	130,800
1318	Medicare Insurance	5,367	6,100	6,500	6,500
	<b>Subtotal</b>	<b>821,800</b>	<b>931,000</b>	<b>898,800</b>	<b>913,400</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	2,689	2,300	2,300	2,300
2011	Training, Travel and Dues	80	200	200	200
2031	Telephone	1,560	900	1,000	1,000
2051	Gas and Lubrications	2,871	5,100	5,200	5,200
2101	Materials and Supplies	5,289	6,500	6,500	6,500
2150	Rents and Leases	21,504	21,500	23,500	23,500
2170	General Insurance	8,100	8,700	9,100	10,000
2201	Repairs and Maint. Auto.	7,541	6,300	6,500	6,500
2222	Repairs and Maint. Other	1,050	7,000	7,400	7,400
2281	Printing	9,640	10,000	10,800	10,800
2401	Contractual Services	113,874	117,000	117,000	117,000
	<b>Subtotal</b>	<b>174,199</b>	<b>185,500</b>	<b>189,500</b>	<b>190,400</b>
<b><u>Capital Outlay</u></b>					
5622	Other Equipment	36,028			
	<b>Subtotal</b>	<b>36,028</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$1,032,026</b>	<b>\$1,116,500</b>	<b>\$1,088,300</b>	<b>\$1,103,800</b>

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

<b><u>Position Title</u></b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Parking Control Officer	4	4	4	\$261,400	\$265,600	\$265,600
Sr. Parking Control Officer	1	1	1	74,400	75,500	75,500
Computer Operator	1			70,400		
Community Services Officer		1	1		71,500	71,500
Records Specialist	1			61,000		
Bilingual Pay				900	900	900
Assignment Pay				2,900	3,500	3,500
<b>TOTAL</b>	<b>7</b>	<b>6</b>	<b>6</b>	<b>\$471,000</b>	<b>\$417,000</b>	<b>\$417,000</b>

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# Fire Department

The Fire Department is organized into three budgetary divisions, Fire Operations/Training, Fire Prevention, and Measure LL funding. The Department responds to approximately 3,500 requests for emergency service each year. The majority (60%) for these incidents are emergency medical related; responses to fires in buildings, vehicles or the wildland, account for another 15% of the Department's emergency responses and 15% of emergency responses are rescues involving trapped persons as a result of vehicle accidents, falls from a cliff, construction site accidents, and weather-related incidents. The Department also responds to spills and releases of hazardous materials, public service and other miscellaneous requests which account for the remaining 10% of the Fire Department's incident responses. The Department maintains a fully equipped emergency response force of twelve firefighters and one chief officer on duty, at all times (for a total of thirty-nine suppression personnel). The staff personnel include the Fire Chief, three Chief Officers (both have suppression and administrative duties), a Fire Marshal, an Administrative Assistant and a part-time Fire Prevention Officer. A description of services provided by each division is as follows:

**Operations/Training Division** – There are four fire stations in the City: Station One at City Hall, Station Two on Agate Street, Station Three at Top of the World, and Station Four in South Laguna. Each station has a Fire Captain, Fire Engineer, and Firefighter who work twenty-four 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 engine as backup at Stations One, and Four. Station Two has a four-wheel drive brush unit that is specifically designed to go into the wildland interface areas and a squad that is equipped to respond to fuel spills, water removal calls, and board-ups. Station Three also has a utility vehicle that responds to public service calls such as flooding and mudslides. The Department also has access to one engine supplied by the State of California Office of Emergency Services, (CalOES); which is activated as part of the mutual aid system in the case of a major wildland fire or other emergency. The Department has twenty-four personnel with paramedic training who staff paramedic engine companies that respond from each of the City's four fire stations. These engine companies have specialized equipment for medical emergency incidents and respond to all medical emergencies within the City. In addition to fire suppression and paramedic responsibilities, fire personnel are involved in several other activities. Fire Department personnel maintain the stations and associated equipment; participate in skills maintenance and training programs; participate in community education programs such as C.E.R.T. (Community Emergency Response Teams), Community CPR training, Babysitter Classes, and school programs; and conduct fire prevention inspections annually in local businesses as well as residences adjacent to open space areas.

**Fire Prevention Division** – This division supervises the daily fire prevention activities, engine company inspection program, the plan review and new construction process; coordinates with the fire investigators; and oversees the vegetation management programs.

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

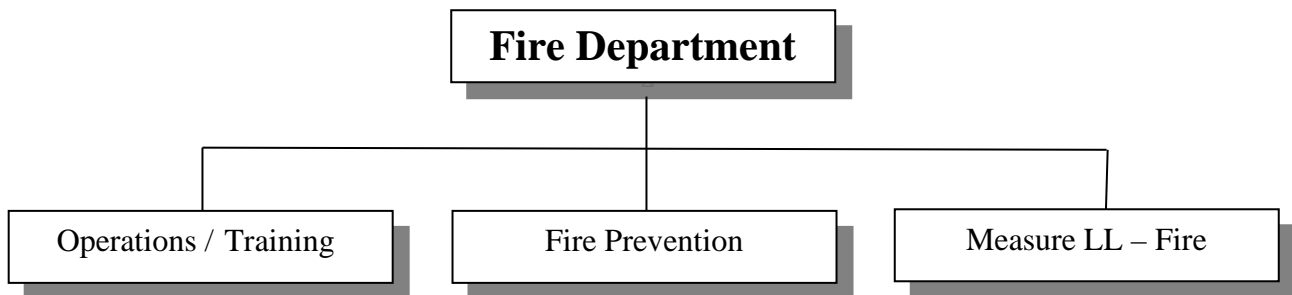
acres surrounding the exterior of the City, along the open wildland areas, where vegetation is reduced creating fuel breaks to protect residential structures. The fuel modification program is accomplished and maintained through the use of goats and hand crews.

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

**Major Incentives:**

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

The chart below shows the budget structure of the Fire Department.



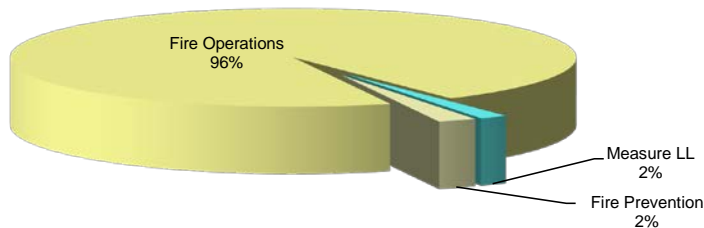
## Fire Department

## All Divisions

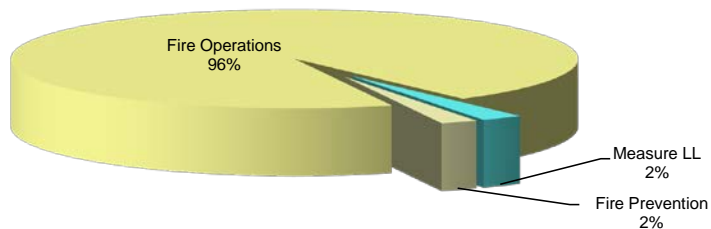
<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 2019-20</b>					<b>Division</b>
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
Fire Operations	\$11,912,500	\$1,432,000	\$135,000			<b>\$13,479,500</b>
Measure LL	209,800	16,800				<b>\$226,600</b>
Fire Prevention	82,300	71,200		\$156,400		<b>\$309,900</b>
<b>Department Total</b>	<b>\$12,204,600</b>	<b>\$1,520,000</b>	<b>\$135,000</b>	<b>\$156,400</b>	<b>\$0</b>	<b>\$14,016,000</b>

<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 2020-21</b>					<b>Division</b>
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
Fire Operations	\$12,333,500	\$1,442,100	\$167,000			<b>\$13,942,600</b>
Measure LL	213,200	16,900	120,000			<b>\$350,100</b>
Fire Prevention	82,300	72,100		156,400		<b>\$310,800</b>
<b>Department Total</b>	<b>\$12,629,000</b>	<b>\$1,531,100</b>	<b>\$287,000</b>	<b>\$156,400</b>	<b>\$0</b>	<b>\$14,603,500</b>

**Summary By Category FY 2019-20**



**Summary By Category FY 2020-21**



Percentages equal 99%  
due to rounding



## Fire Department Budget Detail

## All Divisions

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$5,016,752	\$5,547,400	\$6,088,100	\$6,190,700
1003	Salaries, Part Time	48,209	43,300	43,300	43,300
1006	Salaries, Overtime	1,600,377	1,308,600	1,358,600	1,358,600
1007	Salaries, Overtime-Mutual Aid	579,898	200,000	250,000	250,000
1038	Sick Leave Payoff	39,500	40,700	46,100	47,500
1040	Vacation Payoff	118,700	124,600	127,400	130,300
1059	Residency Incentive	29,074			
1101	Retirement	1,596,960	1,870,000	2,240,000	2,482,300
1102	PERS-Side Fund	350,600	350,600	350,600	350,600
1103	P.A.R.S. Retirement		1,600	1,500	1,500
1104	P.E.R.S. Unfunded Liability	447,000	335,300	247,500	247,500
1201	Workers' Compensation	418,300	453,700	478,200	484,300
1300	Employee Group Insurance	777,000	835,800	857,600	915,600
1318	Medicare Insurance	98,674	101,200	111,400	113,000
	<b>Subtotal</b>	<b>11,144,765</b>	<b>11,212,800</b>	<b>12,200,300</b>	<b>12,615,200</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	80,936	90,000	92,500	95,100
2011	Training, Travel and Dues	59,541	90,500	93,600	93,600
2021	Natural Gas	1,733	2,300	2,300	2,300
2024	Electricity	26,857	31,100	29,500	31,000
2027	Water	6,456	6,100	6,800	7,100
2031	Telephone	52,051	59,900	61,700	64,700
2051	Gas and Lubrications	39,262	54,700	56,500	56,500
2101	Materials and Supplies	83,330	75,700	82,400	79,600
2110	Paramedic Medical Supplies	55,513	55,600	57,200	58,900
2150	Rents and Leases	433,200	432,600	484,200	484,200
2170	General Insurance	89,500	97,000	106,600	112,500
2201	Repairs and Maint. Auto.	142,581	122,200	126,000	128,700
2222	Repairs and Maint. Other	77,097	58,400	73,400	68,400
2281	Printing	2,854	6,300	6,800	6,800
2401	Contractual Services	312,218	302,300	240,500	241,700
	<b>Subtotal</b>	<b>1,463,130</b>	<b>1,484,700</b>	<b>1,520,000</b>	<b>1,531,100</b>
<b>Capital Outlay</b>					
5203	Buildings				
5408	Office Furniture & Equipment	46,672			
5622	Other Equipment	246,060		135,000	287,000
	<b>Subtotal</b>	<b>292,732</b>	<b>0</b>	<b>135,000</b>	<b>287,000</b>
<b>Special Programs</b>					
	Special Programs	311,147	301,400	156,400	156,400
	<b>Subtotal</b>	<b>311,147</b>	<b>301,400</b>	<b>156,400</b>	<b>156,400</b>
	<b>Grand Total</b>	<b>\$13,211,774</b>	<b>\$12,998,900</b>	<b>\$14,011,700</b>	<b>\$14,589,700</b>

## Fire Department Position Summary

*All  
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Fire Chief	1	1	1	\$215,700	\$220,500	\$226,100
Fire Division Chief	3	3	3	536,000	549,300	549,300
Fire Captain	12	13	13	1,457,700	1,700,300	1,711,100
Fire Engineer	12	12	12	1,254,400	1,299,400	1,309,100
Firefighter	12	12	12	1,024,200	1,049,500	1,111,300
Administrative Assistant	1	1	1	75,500	77,100	79,100
Acting Pay				40,000	40,000	40,000
Education Incentive				194,800	304,000	314,900
Education Pay				94,000	120,700	122,700
Holiday Pay				166,000	144,300	147,600
Paramedic Pay				300,000	400,400	404,500
Bilingual Pay				900	900	900
<i>Subtotal</i>	41	42	42	5,359,200	5,906,400	6,016,600
<u>Measure LL</u>						
Fire Marshal	1	1	1	131,000	128,400	128,400
Paramedic Pay				57,200	59,500	59,500
<i>Subtotal</i>	1	1	1	188,200	187,900	187,900
<b>TOTAL</b>	42	43	43	\$5,547,400	\$6,094,300	\$6,204,500

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

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$4,701,595	\$5,171,800	\$5,906,400	\$6,016,600
1003	Salaries, Part Time	29,097	24,000	24,000	24,000
1006	Salaries, Overtime	1,458,941	1,275,000	1,325,000	1,325,000
1007	Salaries, Overtime-Mutual Aid	553,073	200,000	250,000	250,000
1038	Sick Leave Payoff	32,100	33,100	45,100	46,500
1040	Vacation Payoff	86,800	91,200	126,400	129,300
1042	Comp Time Payoffs	15,881			
1059	Residency Incentive	5,352			
1101	P.E.R.S. Retirement	1,551,121	1,807,100	2,214,200	2,456,900
1102	PERS-Side Fund	340,100	340,100	350,600	350,600
1103	P.A.R.S. Retirement		900	800	800
1104	P.E.R.S. Unfunded Liability	432,000	324,000	247,500	247,500
1201	Workers' Compensation	415,900	451,200	477,200	483,300
1300	Employee Group Insurance	740,000	796,000	837,700	893,800
1318	Medicare Insurance	91,199	95,000	107,600	109,200
	<b>Subtotal</b>	<b>10,453,159</b>	<b>10,609,400</b>	<b>11,912,500</b>	<b>12,333,500</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	77,432	84,800	87,300	89,900
2011	Training, Travel and Dues	47,777	72,900	76,000	76,000
2021	Natural Gas	1,733	2,300	2,300	2,300
2024	Electricity	26,857	31,100	29,500	31,000
2027	Water	6,456	6,100	6,800	7,100
2031	Telephone	49,410	58,200	59,900	62,900
2051	Gas and Lubrications	38,085	48,200	50,000	50,000
2101	Materials and Supplies	76,664	68,500	75,000	72,000
2110	Paramedic Medical Supplies	55,513	55,600	57,200	58,900
2150	Rents and Leases	407,700	407,100	477,500	477,500
2170	General Insurance	86,100	93,400	102,700	108,300
2201	Repairs and Maint. Auto.	140,174	117,700	121,400	124,100
2222	Repairs and Maint. Other	77,097	58,400	73,400	68,400
2281	Printing	1,986	4,500	5,000	5,000
2401	Contractual Services	194,344	191,200	208,000	208,700
	<b>Subtotal</b>	<b>1,287,329</b>	<b>1,300,000</b>	<b>1,432,000</b>	<b>1,442,100</b>
<b>Capital Outlay</b>					
5203	Buildings				
5408	Office Furniture and Equipment	45,431			
5622	Other Equipment	246,060		135,000	167,000
	<b>Subtotal</b>	<b>291,491</b>	<b>0</b>	<b>135,000</b>	<b>167,000</b>
<b>Special Programs</b>					
8726	CPUC Fire Map Process				
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$12,031,979</b>	<b>\$11,909,400</b>	<b>\$13,479,500</b>	<b>\$13,942,600</b>

## ***Fire Operations Position Summary***

<b><u>Position Title</u></b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Fire Chief	1	1	1	\$215,700	\$220,500	\$226,100
Fire Division Chief	2	3	3	348,600	549,300	549,300
Fire Captain	12	13	13	1,457,700	1,700,300	1,711,100
Fire Engineer	12	12	12	1,254,400	1,299,400	1,309,100
Firefighter	12	12	12	1,024,200	1,049,500	1,111,300
Administrative Assistant	1	1	1	75,500	77,100	79,100
Acting Pay				40,000	40,000	40,000
Education Incentive				194,800	304,000	314,900
Education Pay				94,000	120,700	122,700
Holiday Pay				166,000	144,300	147,600
Paramedic Pay				300,000	400,400	404,500
Bilingual Pay				900	900	900
<b>TOTAL</b>	<b>40</b>	<b>42</b>	<b>42</b>	<b>\$5,171,800</b>	<b>\$5,906,400</b>	<b>\$6,016,600</b>

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

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$185,540	\$187,400		
1003	Salaries, Part Time	19,112	19,300	19,300	19,300
1006	Salaries, Overtime	107,883			
1007	Salaries, Overtime-Mutual Aid	26,825			
1009	Salaries, Redistributed			62,000	62,000
1038	Sick Leave Payoff	6,400	6,600		
1040	Vacation Payoff	30,800	32,400		
1101	P.E.R.S. Retirement	33,397	31,400		
1102	PERS-Side Fund	10,500	10,500		
1103	P.A.R.S. Retirement		700	700	700
1104	P.E.R.S. Unfunded Liability	15,000	11,300		
1201	Workers' Compensation	1,400	1,500		
1300	Employee Group Insurance	18,500	19,900		
1318	Medicare Insurance	4,576	3,000	300	300
	<b>Subtotal</b>	<b>467,773</b>	<b>324,000</b>	<b>82,300</b>	<b>82,300</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	2,505	4,200	4,200	4,200
2011	Training, Travel and Dues	11,162	11,600	11,600	11,600
2031	Telephone	969	900	1,000	1,000
2051	Gas and Lubrications	954	5,300	5,300	5,300
2101	Materials and Supplies	6,627	7,200	7,400	7,600
2150	Rents and Leases	18,804	18,800		
2170	General Insurance	2,400	2,600	2,800	3,000
2201	Repairs and Maint. Auto.	2,407	4,500	4,600	4,600
2281	Printing	868	1,800	1,800	1,800
2401	Contractual Services	117,874	111,100	32,500	33,000
	<b>Subtotal</b>	<b>164,569</b>	<b>168,000</b>	<b>71,200</b>	<b>72,100</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	1,241			
	<b>Subtotal</b>	<b>1,241</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8040	Fuel Modification Program	273,668	270,000	125,000	125,000
8301	Hazardous Materials Mitigation	520	11,400	11,400	11,400
8804	Weed Abatement-Private Lots	8,492	20,000	20,000	20,000
	<b>Subtotal</b>	<b>282,680</b>	<b>301,400</b>	<b>156,400</b>	<b>156,400</b>
	<b>Grand Total</b>	<b>\$916,264</b>	<b>\$793,400</b>	<b>\$309,900</b>	<b>\$310,800</b>

## ***Fire Prevention Position Summary***

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<u><b>Position Title</b></u>	<i><b>No. of Positions</b></i>			<i><b>Salaries</b></i>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Fire Division Chief	1			\$187,400		
<b>TOTAL</b>	1	0	0	\$187,400	\$0	\$0

**Measure LL Fire Department***Fire Department  
Measure LL Fund/2401&2501*

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$129,618	\$188,200	\$187,900	\$187,900
1006	Salaries, Overtime	33,553	33,600	33,600	33,600
1009	Salaries, Redistributed			(62,000)	(62,000)
1038	Sick Leave Payoff	1,000	1,000	1,000	1,000
1040	Vacation Payoff	1,100	1,000	1,000	1,000
1101	P.E.R.S. Retirement	12,441	31,500	23,900	25,400
1201	Workers' Compensation	1,000	1,000	1,000	1,000
1300	Employee Group Insurance	18,500	19,900	19,900	21,800
1318	Medicare Insurance	2,898	3,200	3,500	3,500
	<b>Subtotal</b>	<b>200,111</b>	<b>279,400</b>	<b>209,800</b>	<b>213,200</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	1,000	1,000	1,000	1,000
2011	Training, Travel and Dues	602	6,000	6,000	6,000
2031	Telephone	1,672	800	800	800
2051	Gas and Lubrications	223	1,200	1,200	1,200
2101	Materials and Supplies	39			
2150	Rents and Leases	6,696	6,700	6,700	6,700
2170	General Insurance	1,000	1,000	1,100	1,200
	<b>Subtotal</b>	<b>11,232</b>	<b>16,700</b>	<b>16,800</b>	<b>16,900</b>
<b><u>Capital Outlay</u></b>					
5622	Office Equipment				120,000
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>120,000</b>
<b><u>Special Programs</u></b>					
8721	Paramedic Training	28,467			
	<b>Subtotal</b>	<b>28,467</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$239,809</b>	<b>\$296,100</b>	<b>\$226,600</b>	<b>\$350,100</b>

## ***Measure LL Fire Prevention Position Summary***

<b><u>Position Title</u></b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Fire Marshal		1	1	\$131,000	\$128,400	\$128,400
Paramedic Pay				57,200	59,500	59,500
<b>TOTAL</b>		1	1	\$188,200	\$187,900	\$187,900



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# Marine Safety Department

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

Marine Safety's primary duties include ocean rescue, emergency medical response, accident prevention, and ordinance enforcement. The Department also provides technical rescue response in scuba search-and-rescue/recovery, coastal cliff rescue, backcountry extrication and flood rescue. During an average year, Marine Safety personnel rescue approximately 4,500 individuals from the ocean and provide medical attention to another 4,000 people. The Marine Safety staff enforce municipal ordinances, along with state codes and average approximately 70,000 enforcement contacts annually.

**Field Operation Level One (Peak Deployment)** – Staffs approximately 48 positions per day, with ocean lifeguard coverage to all City maintained beaches and Irvine Cove. The Department's Level One operation is structured into four geographic and two functional divisions:

- **Division I** - encompasses Irvine Cove to Rock Pile Beach and is covered by eight lifeguard towers, a rescue patrol vehicle, and two supervisors.
- **Division II** - comprises Main Beach, has six lifeguard towers and serves as the base deployment division for relief lifeguard operations. Division II utilizes up to three supervisors.
- **Division III** - covers Sleepy Hollow Beach to Pearl Street Beach ("the surf stretch"), an area overseen by eight lifeguard towers and two supervisors operating a rescue patrol vehicle.
- **Division IV** - extends from Woods Cove to Treasure Island Beach and includes eight lifeguard towers with two supervisors operating a rescue patrol vehicle.
- **Division V** - the first of two functional divisions includes Marine Safety Dispatch, vessel operations, administration, seasonal ocean lifeguard training and field maintenance.
- **Division VI**, the second functional division, oversees marine protection, public education, and marine ordinance enforcement.

**Junior Lifeguards** - This program educates and instructs the youth of Laguna Beach and surrounding cities about ocean awareness, aquatic safety, marine ecology, basic first aid, and responsible enjoyment of coastal resources. Each year approximately 400 children between the ages of eight and fifteen participate in the program. Ocean Lifeguards serve as instructors for the program.

**Field Operation Level Two & Three and Training (Non-Peak Deployment)** – Level two Operations, during non-peak months, consist of ten full-time marine safety personnel, one of which is assigned as the Marine Protection Officer, Recurrent Hourly Lifeguards, and approximately 20 Ocean Lifeguards. The Department utilizes level two and three deployment schedules to address varying demands. Field Operations include patrol, emergency rescue, 24-hour response, and enforcement of municipal

ordinances and State codes. During level two & three staffing, the Marine Safety Department completes the majority of the year's training in four specific disciplines: (1) Marine Safety Officer certification training, (2) technical rescue training, (3) Ocean Lifeguard I, II & III recurrent training and (4) the ocean lifeguard academy.

**Marine Education and Enforcement** – The department assigns a Marine Safety Officer to serve as the Marine Protection Officer. The Officer's primary duty is patrolling the marine environment to educate the public about marine resources and issue citations for violations when necessary. During certain times of the year, Marine Safety Tide Pool Educators are deployed to the intertidal habitat to educate beach patrons and school groups about Laguna Beach's marine resources.

**Major Initiatives:**

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

**Measure LL:**

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

## Marine Safety Department Budget Summary

*All  
Divisions*

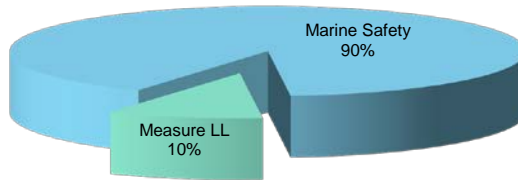
**Division**  
Marine Safety  
Measure LL  
Department Total

<i>MAJOR CATEGORY OF EXPENDITURE FY 2019-20</i>					Division Total
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$2,644,300	\$482,800	\$49,500			<b>\$3,176,600</b>
338,900	3,800				<b>\$342,700</b>
<b>\$2,983,200</b>	<b>\$486,600</b>	<b>\$49,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,519,300</b>

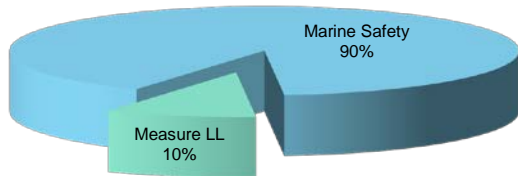
**Division**  
Marine Safety  
Measure LL  
Department Total

<i>MAJOR CATEGORY OF EXPENDITURE FY 2020-21</i>					Division Total
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$2,771,200	\$495,400	\$40,000			<b>\$3,306,600</b>
346,200	4,000				<b>\$350,200</b>
<b>\$3,117,400</b>	<b>\$499,400</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,656,800</b>

**Summary By Operation FY 2019-20**



**Summary By Operation FY 2020-21**



## Marine Safety Department Budget Detail

## All Divisions

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$867,836	\$1,045,200	\$1,027,900	\$1,081,300
1003	Salaries, Part Time	910,396	978,500	1,100,400	1,129,000
1004	Tidepool, Part Time	6,729	12,500	12,500	12,500
1006	Salaries, Overtime	120,399	127,300	127,300	127,300
1038	Sick Leave Payoff	14,000	14,400	13,900	14,300
1040	Vacation Payoff	16,700	17,400	18,000	18,600
1053	Holiday Allowance	4,597			
1101	Retirement	192,368	223,600	278,700	300,300
1102	PERS-Side Fund	28,800	28,800	28,800	28,800
1103	P.A.R.S. Retirement	44,484	37,300	38,100	39,100
1104	P.E.R.S. Unfunded Liability	74,400	55,800	25,000	25,000
1201	Workers' Compensation	72,900	79,000	86,800	95,400
1300	Employee Group Insurance	185,000	199,000	199,000	218,000
1318	Medicare Insurance	28,248	31,300	26,800	27,800
	<b>Subtotal</b>	<b>2,566,859</b>	<b>2,850,100</b>	<b>2,983,200</b>	<b>3,117,400</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	49,365	56,700	57,900	59,100
2011	Training, Travel and Dues	13,904	15,300	20,400	20,500
2021	Natural Gas	519	400	400	400
2024	Electricity	11,512	4,800	12,700	13,300
2027	Water	38,817	15,300	40,800	42,800
2031	Telephone	30,448	29,600	30,500	31,500
2051	Gas and Lubrications	11,874	14,000	14,000	14,000
2101	Materials and Supplies	78,380	70,100	67,700	69,900
2150	Rents and Leases	108,300	108,300	126,000	126,000
2170	General Insurance	29,300	31,700	34,800	38,200
2201	Repairs and Maint. Auto.	9,968	9,400	9,700	10,000
2222	Repairs and Maint. Other	34,194	32,900	34,000	35,000
2281	Printing	1,547	1,200	1,300	1,300
2401	Contractual Services	56,610	40,500	36,400	37,400
	<b>Subtotal</b>	<b>474,737</b>	<b>430,200</b>	<b>486,600</b>	<b>499,400</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture and Equipment	4,975		12,300	
5622	Other Equipment	29,818	19,500	37,200	40,000
	<b>Subtotal</b>	<b>34,793</b>	<b>19,500</b>	<b>49,500</b>	<b>40,000</b>
	<b>Grand Total</b>	<b>\$3,076,389</b>	<b>\$3,299,800</b>	<b>\$3,519,300</b>	<b>\$3,656,800</b>

# Marine Safety Department Position Summary

*All  
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Chief of Marine Safety	1	1	1	\$171,300	\$175,100	\$179,500
Marine Safety Captain	1	1	1	128,800	131,600	134,900
Marine Safety Lieutenant	2	2	2	225,800	214,800	220,200
Marine Safety Officer	3	4	4	264,800	327,100	335,300
Marine Protection Officer	1			91,100		
Uniform Allowance				1,000	1,000	1,000
Education Certification Pay				19,400	19,400	19,400
<i>Subtotal</i>	8	8	8	902,200	869,000	890,300
<u>Measure LL</u>						
Marine Safety Officer	2	2	2	143,000	158,900	162,800
<i>Subtotal</i>	2	2	2	143,000	158,900	162,800
<b>TOTAL</b>	10	10	10	\$1,045,200	\$1,027,900	\$1,053,100

**Marine Safety Division***Marine Safety Department  
General Fund/2601*

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$730,632	\$902,200	\$869,000	\$918,500
1003	Salaries, Part Time	891,388	959,500	995,000	1,023,600
1004	Tidepool, Part Time	6,729	12,500	12,500	12,500
1006	Salaries, Overtime	120,399	127,300	127,300	127,300
1038	Sick Leave Payoff	13,000	13,400	13,800	14,200
1040	Vacation Payoff	15,600	16,400	16,900	17,500
1053	Holiday Allowance	4,597			
1101	Retirement	176,068	200,900	252,000	274,200
1102	PERS-Side Fund	28,800	28,800	28,800	28,800
1103	P.A.R.S. Retirement	43,945	36,500	37,400	38,400
1104	P.E.R.S. Unfunded Liability	74,400	55,800	25,000	25,000
1201	Workers' Compensation	70,900	76,900	84,500	92,900
1300	Employee Group Insurance	148,000	159,200	159,200	174,400
1318	Medicare Insurance	25,790	29,000	22,900	23,900
	<b>Subtotal</b>	<b>2,350,249</b>	<b>2,618,400</b>	<b>2,644,300</b>	<b>2,771,200</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	49,365	56,200	57,400	58,600
2011	Training, Travel and Dues	13,904	14,300	19,400	19,500
2021	Natural Gas	519	400	400	400
2024	Electricity	11,512	4,800	12,700	13,300
2027	Water	38,817	15,300	40,800	42,800
2031	Telephone	30,448	29,600	30,500	31,500
2051	Gas and Lubrications	11,874	14,000	14,000	14,000
2101	Materials and Supplies	78,380	70,100	67,700	69,900
2150	Rents and Leases	108,300	108,300	126,000	126,000
2170	General Insurance	27,300	29,600	32,500	35,700
2201	Repairs and Maint. Auto.	9,968	9,400	9,700	10,000
2222	Repairs and Maint. Other	34,194	32,900	34,000	35,000
2281	Printing	1,547	1,200	1,300	1,300
2401	Contractual Services	56,610	40,500	36,400	37,400
	<b>Subtotal</b>	<b>472,737</b>	<b>426,600</b>	<b>482,800</b>	<b>495,400</b>
<b>Capital Outlay</b>					
5408	Office Furniture and Equipment	4,975		12,300	
5622	Other Equipment	29,818	19,500	37,200	40,000
	<b>Subtotal</b>	<b>34,793</b>	<b>19,500</b>	<b>49,500</b>	<b>40,000</b>
	<b>Grand Total</b>	<b>\$2,857,780</b>	<b>\$3,064,500</b>	<b>\$3,176,600</b>	<b>\$3,306,600</b>

## Measure LL Marine Safety Department

*Marine Safety Department*  
*Measure LL Fund/2601 & 2610*

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$137,204	\$143,000	\$158,900	\$162,800
1003	Salaries, Part Time	19,008	19,000	105,400	105,400
1038	Sick Leave Payoff	1,000	1,000	100	100
1040	Vacation Payoff	1,100	1,000	1,100	1,100
1101	P.E.R.S. Retirement	16,300	22,700	26,700	26,100
1103	P.A.R.S. Retirement	540	800	700	700
1201	Workers' Compensation	2,000	2,100	2,300	2,500
1300	Employee Group Insurance	37,000	39,800	39,800	43,600
1318	Medicare Insurance	2,458	2,300	3,900	3,900
	<b>Subtotal</b>	<b>216,610</b>	<b>231,700</b>	<b>338,900</b>	<b>346,200</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry		500	500	500
2011	Training, Travel and Dues		1,000	1,000	1,000
2170	General Insurance	2,000	2,100	2,300	2,500
	<b>Subtotal</b>	<b>2,000</b>	<b>3,600</b>	<b>3,800</b>	<b>4,000</b>
	<b>Grand Total</b>	<b>\$218,610</b>	<b>\$235,300</b>	<b>\$342,700</b>	<b>\$350,200</b>



## ***Measure LL Marine Safety Position Summary***

<u><b>Position Title</b></u>	<i><b>No. of Positions</b></i>			<i><b>Salaries</b></i>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Marine Safety Officer		2	2	\$143,000	\$158,900	\$162,800
<b>TOTAL</b>		2	2	\$143,000	\$158,900	\$162,800

# Public Works Department

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

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

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

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

**Administration** - This division has three employees who are responsible for managing the overall administrative functions of the department, including the development and management of the department budget and strategic plan implementation. This division also manages media relations for the department. One employee also oversees the Solid Waste Division.

**Engineering** - This division has seven employees who are responsible for providing engineering and development review services, planning and implementing the City's Capital Improvement Program, coordinating projects with other utility and government agencies, approving and inspecting various construction projects within the public rights-of-way, and performing records management and clerical functions.

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

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

in the parks, and landscape maintenance at the Community Center and the Arch Beach Heights View Park.

**Street Maintenance** - This division has seven employees who maintain City streets, sidewalks, beaches, and storm drains. The City has approximately 80 miles of paved streets and 1,000 storm drain inlets, catch basins, and drain outlets. In residential areas, streets are swept weekly. In the downtown area, streets are swept seven days per week during the summer and six days per week at other times of the year. The division also manages the daily downtown clean-up program including the enhanced sidewalk, restroom, and beach cleaning services approved in Measure LL. This budget provides for contractual services for tree trimming within street area, street median maintenance, street striping, pothole repair, custodial maintenance, and disposal of construction debris and litter.

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

**Solid Waste** - More than 90 percent of this division's budget represents expenditures associated with contracted trash collection disposal services including trash collection and disposal, recycling and hazardous waste disposal. One full time employee and one part time employee administer the solid waste contract and recycling programs, manage compliance with environmental regulations and mandates, and handle requests from residents and businesses for information, special services, and complaint resolution. State grant funds augment the division's programming for beverage container recycling and used oil recycling. This division's costs are recovered through charges to residents.

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

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

**Traffic, Parking and Signs Maintenance** - This division has five employees who maintain more than 2,100 on-street parking meters, 20 automated pay stations and 16 parking lots. Functions include installation, maintenance, and replacement of meters, pay stations, and change machines. In addition, this division collects meter revenue daily, maintains all City signage located in the

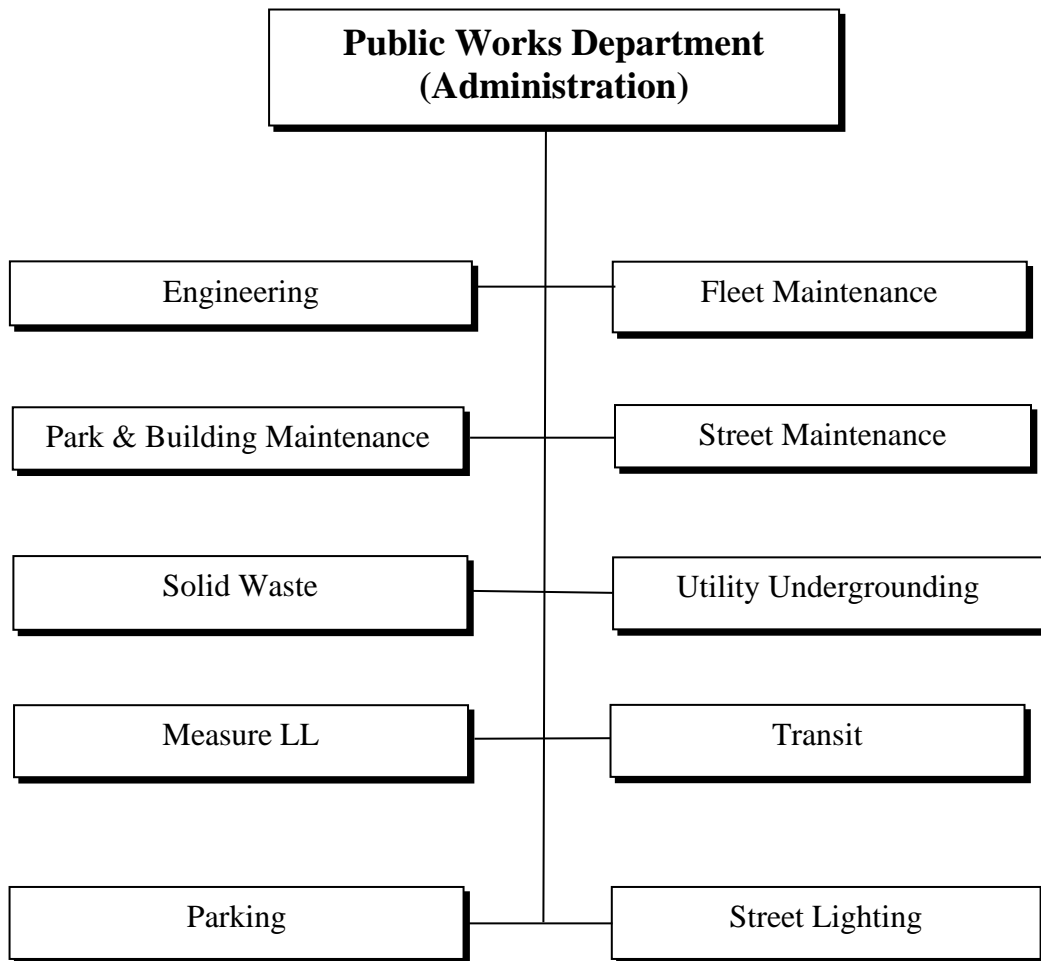
public right-of-way, and manages street sweeping and intersection nuisance abatement proceedings. This budget also provides for contractual services to stripe city streets.

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

### **Major Initiatives:**

- Assume full responsibility for ownership and maintenance of street lights (with the exception of South Laguna).
- Complete the development of the Laguna Canyon Road Master Plan.
- Coordinate with Caltrans for undergrounding overhead utilities and widening Laguna Canyon Road between El Toro Road State Route 73.
- Complete construction of the Village Entrance.
- Slurry seal City maintained streets between Victoria Beach and the southerly City limits.
- Replace stairway at Pearl and Anita Street beach access ways.
- Replace restrooms at the southern end of Main Beach Park.
- Repair and improve Laguna Canyon Channel in the downtown area and next to the animal shelter.
- Extend sidewalk on Temple Hills Dr. from Dunning Dr. to Rim Rock Canyon Drive.
- Improve pedestrian and vehicular circulation along Coast Highway in the downtown area.
- Implement recommendations for improving the City's Neighborhood trolley service and senior transportation.
- Implement the sixth phase of the Parking Management Plan strategies to reduce parking and traffic congestion during the summer months.
- Collaborate with, and provide funding to, Caltrans for the design and construction of sidewalks along Coast Highway.
- Implement the Smart Parking Guidance System project.

The chart below shows the budget structure of the Public Works Department.



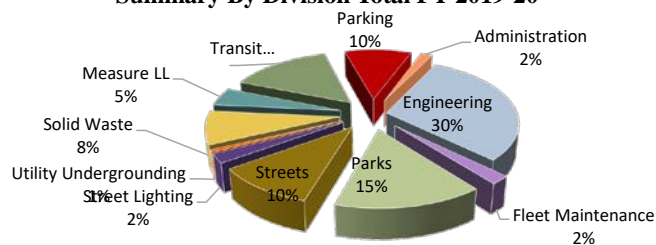
## Public Works Department Budget Summary

*All  
Divisions*

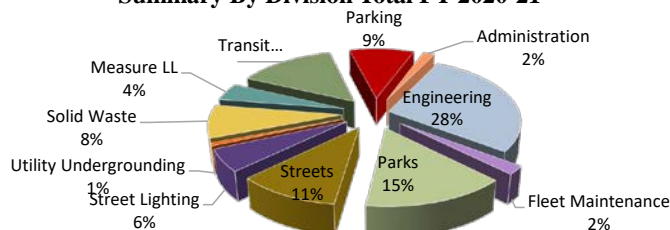
<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 2019-20</b>					<b>Division</b>
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
Administration	\$437,500	\$32,100		\$15,000		<b>\$484,600</b>
Engineering	\$1,406,000	\$163,800	\$6,000	\$5,000	\$7,040,000	<b>\$8,620,800</b>
Fleet Maintenance	394,900	204,200				<b>\$599,100</b>
Park & Bldg Maint.	2,857,500	1,396,100	62,000	45,000		<b>\$4,360,600</b>
Street Maintenance	1,013,700	2,007,600	5,000			<b>\$3,026,300</b>
Street Lighting	389,500	257,700		19,000	0	<b>\$666,200</b>
Utility Undergrounding	163,300	8,700	2,800			<b>\$174,800</b>
Solid Waste	206,800	2,095,200		140,000		<b>\$2,442,000</b>
Measure LL	104,700	231,100			1,000,000	<b>\$1,335,800</b>
Transit	2,346,200	1,719,200	24,000	127,000		<b>\$4,216,400</b>
Parking Facilities	913,900	1,439,400		441,000		<b>\$2,794,300</b>
<b>Department Total</b>	<b>\$10,234,000</b>	<b>\$9,555,100</b>	<b>\$99,800</b>	<b>\$792,000</b>	<b>\$8,040,000</b>	<b>\$28,720,900</b>

<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 2020-21</b>					<b>Division</b>
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
Administration	\$454,700	\$32,500		\$15,000		<b>\$502,200</b>
Engineering	\$1,445,500	\$165,300		\$5,000	\$6,760,000	<b>\$8,375,800</b>
Fleet Maintenance	430,900	205,200				<b>\$636,100</b>
Park & Bldg Maint.	2,948,900	1,406,900		45,000		<b>\$4,400,800</b>
Street Maintenance	1,055,700	2,109,700				<b>\$3,165,400</b>
Street Lighting	389,500	267,300		19,000	1,000,000	<b>\$1,675,800</b>
Utility Undergrounding	189,900	8,700				<b>\$198,600</b>
Solid Waste	223,000	2,145,600		140,500		<b>\$2,509,100</b>
Measure LL	113,200	229,600			1,000,000	<b>\$1,342,800</b>
Transit	2,368,100	1,726,300		117,000		<b>\$4,211,400</b>
Parking Facilities	947,700	1,430,700		441,000		<b>\$2,819,400</b>
<b>Department Total</b>	<b>\$10,567,100</b>	<b>\$9,727,800</b>	<b>\$0</b>	<b>\$782,500</b>	<b>\$8,760,000</b>	<b>\$29,837,400</b>

**Summary By Division Total FY 2019-20**



**Summary By Division Total FY 2020-21**



***Public Works Department******All  
Divisions***

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$4,458,912	\$4,960,700	\$5,070,500	\$5,215,200
1003	Salaries, Part Time	1,368,892	1,546,100	1,750,100	1,751,900
1006	Salaries, Overtime	413,311	217,300	365,100	365,700
1009	Salaries, Redistributed	44,800	22,800	40,100	40,100
1038	Sick Leave Payoff	40,434	43,500	48,100	48,100
1040	Vacation Payoff	82,541	84,200	96,200	85,100
1042	Comp Time Payoffs	2,000	2,000	2,000	2,000
1059	Residency Incentive	12,172	15,000	15,000	15,000
1101	Retirement	878,328	1,104,800	1,205,700	1,319,000
1103	P.A.R.S. Retirement	57,686	55,800	56,200	56,300
1104	P.E.R.S. Unfunded Liability	272,800	209,600	134,600	134,600
1201	Workers' Compensation	132,800	143,400	159,400	170,900
1300	Employee Group Insurance	1,054,500	1,134,300	1,154,200	1,264,400
1318	Medicare Insurance	90,861	93,800	97,100	98,800
	<b>Subtotal</b>	<b>8,910,285</b>	<b>9,633,300</b>	<b>10,194,300</b>	<b>10,567,100</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	32,180	40,500	46,900	46,900
2011	Training, Travel and Dues	30,328	55,600	64,300	66,700
2021	Natural Gas	4,548	4,600	4,900	5,000
2024	Electricity	284,950	313,700	188,800	201,300
2027	Water	295,493	193,400	216,900	216,900
2031	Telephone	23,626	17,300	24,700	25,300
2051	Gas and Lubrications	284,974	393,800	452,000	457,800
2101	Materials and Supplies	547,485	667,500	631,200	631,400
2150	Rents and Leases	797,130	826,000	1,108,600	1,108,600
2170	General Insurance	627,700	680,600	689,400	708,700
2201	Repairs and Maint. Automotive	365,574	384,400	493,000	493,000
2222	Repairs and Maint. Other	141,764	146,500	201,000	201,500
2281	Printing	36,341	57,000	72,100	72,100
2302	Legal Advertising	0	1,000	1,000	1,000
2401	Contractual Services	4,529,322	4,458,800	4,982,200	5,113,500
2405	Legal Fees	622,670			
2432	Postage	5,429	2,500	2,500	2,500
2508	Vehicle Cost Redistribution	(133,856)	(90,000)	(90,000)	(90,000)
2804	Costs Redistributed	425,300	425,300	465,600	465,600
	Depreciation				
	<b>Subtotal</b>	<b>8,920,958</b>	<b>8,578,500</b>	<b>9,555,100</b>	<b>9,727,800</b>
<b><u>Capital Outlay</u></b>					

***Public Works Department******All  
Divisions***

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
5408	Office Furniture & Equipment	303,185		24,000	
5622	Other Equipment	44,263		40,800	
5510	Automotive Equipment	518,458		35,000	
	<b>Subtotal</b>	<b>865,906</b>	<b>0</b>	<b>99,800</b>	<b>0</b>
<b><u>Special Programs</u></b>					
	Special Programs	1,135,491	870,500	773,000	763,500
	<b>Subtotal</b>	<b>1,135,491</b>	<b>870,500</b>	<b>773,000</b>	<b>763,500</b>
<b><u>Capital Improvements</u></b>					
	Capital Improvement Projects	10,136,875	10,490,000	8,040,000	8,760,000
	<b>Subtotal</b>	<b>10,136,875</b>	<b>10,490,000</b>	<b>8,040,000</b>	<b>8,760,000</b>
	<b>Grand Total</b>	<b>\$29,969,515</b>	<b>29,572,300</b>	<b>\$28,662,200</b>	<b>29,818,400</b>

<sup>1</sup> Represents 21 individual projects funded from a variety of sources. See Capital Improvement Project Summary on page 178.

<sup>2</sup> Represents 15 individual projects funded from a variety of sources. See Capital Improvement Project Summary on page 184.



# Public Works Department Position Summary

*All  
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Administrative Assistant	3	3	3	\$192,200	\$190,900	\$195,900
Assistant City Engineer	1	1	1	169,700	173,500	177,900
Associate Civil Engineer	1	1	1	134,800	137,800	141,300
Asst City Mgr/Dir of Public Works	1	1	1	215,900	220,500	226,100
Bus Driver	1	1	1	66,300	67,900	69,600
City Engineer	1	1	1	196,500	200,900	206,000
Custodian	2	2	2	111,600	106,700	109,300
Deputy Dir. Public Works	2	2	2	311,600	318,600	326,600
Equipment Mechanic	5	5	5	402,400	382,800	397,400
Equipment Operator	1	1	1	75,500	77,100	79,000
Maintenance Lead Worker	3	4	4	219,900	311,500	319,400
Maintenance Supervisor	2	2	2	205,200	195,700	200,600
Maintenance Worker I	9	10	10	493,000	538,100	551,700
Maintenance Worker II	7	6	6	449,900	413,100	423,600
Motor Sweeper Operator	2	2	2	151,000	154,800	158,700
Parks Gardener	4	4	4	285,500	291,900	299,200
Project Director	1	1	1	155,800	159,300	163,300
Project Manager	3	3	3	338,700	330,300	338,600
PW Technician	1	1	1	65,300	73,900	75,800
Sr. Administrative Analyst	1	1	1	93,400	95,600	98,000
Sr. PW Analyst/SWP Coordinator	1	1	1	103,100	110,000	119,300
Sr. Fleet Maint. Supervisor	1	1	1	112,900	115,600	120,000
Traffic Maint Technician	1			75,500		
Transit Supervisor	1	1	1	79,500	82,700	84,800
Undergrounding Program Manager	1	1	1	169,700	173,500	177,900
Arborist		1	1		75,500	77,300
Bilingual Pay				\$900	900	900
<i>Subtotal</i>	56	57	57	4,875,800	4,999,100	5,138,200
<u>Measure LL</u>						
Maint Lead Worker	1	1	1	84,900	71,400	77,000
<i>Subtotal</i>	1	1	1	84,900	71,400	77,000
<b>TOTAL</b>	57	58	58	\$4,960,700	\$5,070,500	\$5,215,200

## Administration Division

*Public Works*  
*General Fund/3100*

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
<b><u>Salaries and Wages</u></b>					
		<i>Division combined with Engineering in Prior Year Budgets.</i>			
1001	Salaries, Full Time			\$290,400	\$297,800
1006	Salaries, Overtime			600	600
1038	Sick Leave Payoff			2,500	2,500
1040	Vacation Payoff			6,100	6,100
1059	Residency Incentive			15,000	15,000
1101	Retirement			68,300	74,100
1104	P.E.R.S. Unfunded Liability			8,600	8,600
1201	Workers' Compensation			2,000	2,100
1300	Employee Group Insurance			39,800	43,600
1318	Medicare Insurance			4,200	4,300
	<b>Subtotal</b>	0	0	437,500	454,700
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues			9,200	9,200
2021	Natural Gas			300	300
2024	Electricity			1,500	1,500
2027	Water			100	100
2031	Telephone			1,700	1,700
2101	Materials and Supplies			3,900	3,900
2170	General Insurance			4,000	4,400
2222	Repairs and Maint. Other			300	300
2281	Printing			4,400	4,400
2401	Contractual Services			6,700	6,700
	<b>Subtotal</b>	0	0	32,100	32,500
<b><u>Special Programs</u></b>					
8999	Document Scanning			15,000	15,000
	<b>Subtotal</b>	0	0	15,000	15,000
	<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$484,600</b>	<b>\$502,200</b>

## *Administration Position Summary*

<b><u>Position Title</u></b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>	<b>Adopted Budget 2020-21</b>	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>	<b>Adopted Budget 2020-21</b>
Asst City Mgr/Dir of Public Works	1	1	1		\$220,500	\$226,100
Administrative Assistant	1	1	1		69,900	71,700
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>\$0</b>	<b>\$290,400</b>	<b>\$297,800</b>

Note:

\* One Project Director position funded by the Capital Improvement Fund.

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

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,127,461	\$1,181,100	\$921,300	\$944,700
1003	Salaries, Part Time	8,662	22,000	26,600	26,600
1006	Salaries, Overtime	11,126	13,200	21,200	21,200
1009	Salaries, Redistributed	(164,900)	(164,900)	12,800	12,800
1038	Sick Leave Payoff	9,700	10,000	8,100	8,100
1040	Vacation Payoff	22,400	23,600	19,100	19,100
1059	Residency Incentive	12,172	15,000		
1101	Retirement	217,450	264,600	211,700	214,000
1103	P.A.R.S. Retirement	326		900	900
1104	P.E.R.S. Unfunded Liability	68,600	51,500	25,900	25,900
1201	Workers' Compensation	7,000	7,500	6,200	6,900
1300	Employee Group Insurance	166,500	179,100	139,300	152,600
1318	Medicare Insurance	16,753	17,300	12,900	12,700
	<b>Subtotal</b>	<b>1,503,251</b>	<b>1,620,000</b>	<b>1,406,000</b>	<b>1,445,500</b>

**Maintenance and Operations**

2011	Training, Travel and Dues	14,856	24,000	19,200	19,200
2021	Natural Gas	1,142	1,200	900	900
2024	Electricity	5,096	6,000	4,500	4,500
2027	Water	409	300	400	400
2031	Telephone	6,497	6,400	5,100	5,400
2051	Gas and Lubrications	547	2,600	2,600	2,600
2101	Materials and Supplies	15,215	12,300	11,400	11,400
2150	Rents and Leases	7,500	7,500	7,600	7,600
2170	General Insurance	13,600	14,700	12,100	13,300
2222	Repairs and Maint. Other	771	1,000	900	900
2281	Printing	3,560	3,000	13,100	13,100
2302	Legal Advertising		1,000	1,000	1,000
2401	Contractual Services	61,917	106,700	85,000	85,000
	<b>Subtotal</b>	<b>131,110</b>	<b>186,700</b>	<b>163,800</b>	<b>165,300</b>

**Capital Outlay**

5408	Office Furniture & Equipment	69,960		6,000	
5622	Other Equipment				
	<b>Subtotal</b>	<b>69,960</b>	<b>0</b>	<b>6,000</b>	<b>0</b>

**Special Programs**

8104	Hydrologic Monitoring System		12,000		
8417	Speed Studies For City Streets	8,106		5,000	5,000
8503	Document Scanning		15,000		

**Engineering Division**

**Public Works**  
**General Fund/3101**

Account		Actual	Adopted	Adopted	Adopted
No.	Account Title	Expenditures	Budget	Budget	Budget
		2017-18	2018-19	2019-20	2019-20
8714	Trial Closure Park Plaza	41,676			
8817	Wayfinding Signage	22,744			
	<b>Subtotal</b>	<b>72,526</b>	<b>27,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects		7,890,000	7,040,000	6,760,000
	<b>Subtotal</b>	<b>0</b>	<b>7,890,000</b>	<b>7,040,000</b>	<b>6,760,000</b>
	<b>Grand Total</b>	<b>\$1,776,846</b>	<b>\$9,723,700</b>	<b>\$8,620,800</b>	<b>\$8,375,800</b>

1 Funded by Capital Improvement Fund.

## ***Engineering Position Summary***

<u><b>Position Title</b></u>	<i><b>No. of Positions</b></i>			<i><b>Salaries</b></i>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Asst City Mgr/Dir of Public	1			\$215,900		
City Engineer	1	1	1	196,500	200,900	206,000
Assistant City Engineer	1	1	1	169,700	173,500	177,900
Project Director	1	1	1	155,800	159,300	163,300
Associate Civil Engineer	1	1	1	134,800	137,800	141,300
Project Manager	1	1	1	112,900	115,400	118,300
PW Technician	1	1	1	65,300	73,900	75,800
Administrative Assistant	2	1	1	130,200	60,500	62,100
<b>TOTAL</b>	<b>9</b>	<b>7</b>	<b>7</b>	<b>\$1,181,100</b>	<b>\$921,300</b>	<b>\$944,700</b>

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

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$403,109	\$432,600	\$421,600	\$434,700
1006	Salaries, Overtime	13,908	40,100	40,100	40,100
1009	Salaries, Redistributed	(296,100)	(296,100)	(298,600)	(298,600)
1038	Sick Leave Payoff	1,500	1,500	1,700	1,700
1040	Vacation Payoff	12,200	12,900	13,700	13,700
1101	Retirement	81,315	97,000	100,100	113,000
1104	P.E.R.S. Unfunded Liability	15,600	11,700	7,900	7,900
1201	Workers' Compensation	1,900	2,000	2,200	2,400
1300	Employee Group Insurance	92,500	99,500	99,500	109,000
1318	Medicare Insurance	6,047	6,900	6,700	7,000
	<b>Subtotal</b>	<b>331,978</b>	<b>408,100</b>	<b>394,900</b>	<b>430,900</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	3,861	5,700	6,900	6,900
2011	Training, Travel and Dues	2,016	7,800	10,000	10,000
2021	Natural Gas	907	900	1,000	1,000
2024	Electricity	7,146	7,600	7,900	8,300
2027	Water	1,124	1,700	1,700	1,700
2031	Telephone	503	500	600	600
2051	Gas and Lubrications	7,857	8,000	8,500	8,700
2101	Materials and Supplies	22,053	21,000	24,000	24,000
2150	Rents and Leases	3,504	3,500	8,900	8,900
2170	General Insurance	3,600	3,900	4,200	4,600
2201	Repairs and Maint. Automotive	178,765	152,000	180,000	180,000
2222	Repairs and Maint. Other	8,698	9,000	9,000	9,000
2281	Printing	300	300	300	300
2401	Contractual Services	31,281	30,000	31,200	31,200
2508	Vehicle Cost Redistribution	(133,856)	(90,000)	(90,000)	(90,000)
	<b>Subtotal</b>	<b>137,760</b>	<b>161,900</b>	<b>204,200</b>	<b>205,200</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment				
5622	Other Equipment	7,758			
	<b>Subtotal</b>	<b>7,758</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$477,496</b>	<b>\$570,000</b>	<b>\$599,100</b>	<b>\$636,100</b>

## ***Fleet Maintenance Position Summary***

<u><b>Position Title</b></u>	<i><b>No. of Positions</b></i>			<i><b>Salaries</b></i>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Equipment Mechanic	3	4	4	\$319,700	\$306,000	\$314,700
Sr. Fleet Maint. Supervisor	1	1	1	112,900	115,600	120,000
<b>TOTAL</b>	4	5	5	\$432,600	\$421,600	\$434,700



# **Park & Building Maintenance Division**

*Public Works  
General Fund/3104*

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,409,494	\$1,502,800	\$1,692,300	\$1,734,600
1003	Salaries, Part Time	53,877	79,000	79,000	79,000
1006	Salaries, Overtime	124,608	62,000	125,000	125,000
1009	Salaries, Redistributed	(60,100)	(60,100)	(62,600)	(62,600)
1038	Sick Leave Payoff	14,000	14,400	15,200	15,200
1040	Vacation Payoff	21,300	22,400	23,800	12,700
1042	Comp Time Payoffs	2,000	2,000	2,000	2,000
1101	Retirement	281,254	337,900	390,400	424,400
1103	P.A.R.S. Retirement	2,038	3,000	2,500	2,500
1104	P.E.R.S. Unfunded Liability	99,800	74,900	50,100	50,100
1201	Workers' Compensation	32,600	35,300	35,300	35,300
1300	Employee Group Insurance	407,000	437,800	477,500	502,700
1318	Medicare Insurance	23,028	23,900	27,000	28,000
	<b>Subtotal</b>	<b>2,410,899</b>	<b>2,535,300</b>	<b>2,857,500</b>	<b>2,948,900</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	15,636	17,000	19,200	19,200
2011	Training, Travel and Dues	2,534	2,500	4,500	4,500
2021	Natural Gas	558	600	600	600
2024	Electricity	38,610	38,300	42,500	44,600
2027	Water	261,766	165,400	180,000	180,000
2031	Telephone	5,473	2,700	5,700	6,000
2051	Gas and Lubrications	53,134	78,000	78,000	78,000
2101	Materials and Supplies	254,026	239,300	239,300	239,300
2150	Rents and Leases	280,594	276,000	277,000	277,000
2170	General Insurance	21,800	23,600	27,500	31,500
2222	Repairs and Maint. Other	80	89,800	100	100
2401	Contractual Services	510,132	538,800	460,600	464,500
	<b>Subtotal</b>	<b>1,539,922</b>	<b>1,472,000</b>	<b>1,396,100</b>	<b>1,406,900</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	226,889		22,000	
5510	Automotive Equipment			35,000	
5622	Other Equipment			5,000	
	<b>Subtotal</b>	<b>226,889</b>	<b>0</b>	<b>62,000</b>	<b>0</b>
<b>Special Programs</b>					
8815	Abatement of Invasive Weeds	27,410	45,000	45,000	45,000
	<b>Subtotal</b>	<b>27,410</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>
	<b>Grand Total</b>	<b>\$4,205,120</b>	<b>\$4,052,300</b>	<b>\$4,360,600</b>	<b>\$4,400,800</b>

## Park & Building Maintenance Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Deputy Dir. Public Works	1	1	1	\$155,800	\$159,300	\$163,300
Maintenance Supervisor	1	2	2	102,600	195,700	200,600
Maint. Lead Worker	1	1	1	66,000	67,400	69,100
Parks Gardener	4	4	4	285,500	291,900	299,200
Maintenance Worker II	4	4	4	261,000	266,800	273,500
Maintenance Worker I	7	7	7	382,800	391,400	401,200
Administrative Assistant	1	1	1	62,000	60,500	62,100
Arborist		1	1		75,500	77,300
Equipment Operator	1	1	1	75,500	77,100	79,000
Custodian	2	2	2	111,600	106,700	109,300
<b>TOTAL</b>	22	24	24	\$1,502,800	\$1,692,300	\$1,734,600

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

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$356,491	\$385,800	\$393,300	\$403,300
1003	Salaries, Part Time	11,165	26,000	26,000	26,000
1006	Salaries, Overtime	29,578	54,000	54,000	54,000
1009	Salaries, Redistributed	177,800	177,800	185,600	185,600
1038	Sick Leave Payoff	7,100	7,300	7,700	7,700
1040	Vacation Payoff	15,400	16,200	17,300	17,300
1101	Retirement	71,107	87,200	92,500	104,300
1103	P.A.R.S. Retirement	419	1,000	900	900
1104	P.E.R.S. Unfunded Liability	50,300	37,800	25,300	25,300
1201	Workers' Compensation	71,100	77,100	84,800	93,200
1300	Employee Group Insurance	111,000	119,400	119,400	130,800
1318	Medicare Insurance	5,742	6,800	6,900	7,300
	<b>Subtotal</b>	<b>907,202</b>	<b>996,400</b>	<b>1,013,700</b>	<b>1,055,700</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	4,901	4,300	5,700	5,700
2011	Training, Travel and Dues	1,276	1,100	2,600	2,600
2021	Natural Gas	558	600	600	600
2024	Electricity	7,047	7,800	7,800	7,800
2027	Water	22,361	18,300	23,500	23,500
2031	Telephone	1,989	1,200	2,100	2,100
2051	Gas and Lubrications	30,723	64,700	64,700	64,700
2101	Materials and Supplies	90,329	175,400	150,400	150,400
2150	Rents and Leases	187,891	199,600	187,700	187,700
2170	General Insurance	549,500	596,200	598,200	610,800
2222	Repairs and Maint. Other	10,433	10,000	10,000	10,000
2281	Printing	54	500	500	500
2401	Contractual Services	796,889	647,000	953,800	1,043,300
	<b>Subtotal</b>	<b>1,703,950</b>	<b>1,726,700</b>	<b>2,007,600</b>	<b>2,109,700</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	1,979		5,000	
	<b>Subtotal</b>	<b>1,979</b>	<b>0</b>	<b>5,000</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$2,613,131</b>	<b>\$2,723,100</b>	<b>\$3,026,300</b>	<b>\$3,165,400</b>

## ***Street Maintenance Division Position Summary***

<b><u>Position Title</u></b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Maintenance Lead Worker	1	1	1	\$69,000	\$70,500	\$72,300
Motor Sweeper Operator	2	2	2	151,000	154,800	158,700
Maintenance Worker II	2	1	1	117,500	73,300	75,200
Maintenance Worker I	1	2	2	48,300	94,700	97,100
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>\$385,800</b>	<b>\$393,300</b>	<b>\$403,300</b>

**Utility Undergrounding Division***Public Works  
General Fund Fund/3107*

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$267,022	\$395,500	\$388,400	\$398,200
1006	Salaries, Overtime	98			
1009	Salaries, Redistributed	(225,400)	(225,400)	(398,600)	(398,600)
1038	Sick Leave Payoff			2,500	2,500
1040	Vacation Payoff			7,000	7,000
1101	Retirement	24,015	88,600	92,600	103,700
1201	Workers' Compensation			6,100	6,100
1300	Employee Group Insurance	55,500	59,700	59,700	65,400
1318	Medicare Insurance	3,893	4,100	5,600	5,600
	<b>Subtotal</b>	<b>125,127</b>	<b>322,500</b>	<b>163,300</b>	<b>189,900</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	2,345	5,200	5,500	5,500
2031	Telephone	1,177	800	1,200	1,200
2101	Materials and Supplies	561	1,500	1,500	1,500
2281	Printing	229	500		
	<b>Subtotal</b>	<b>4,793</b>	<b>8,000</b>	<b>8,700</b>	<b>8,700</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment			2,800	
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>2,800</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$129,920</b>	<b>\$330,500</b>	<b>\$174,800</b>	<b>\$198,600</b>

## ***Utility Undergrounding Position Summary***

<b><u>Position Title</u></b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Undergrounding Program Mgr	1	1	1	\$169,700	\$173,500	\$177,900
Project Manager	2	2	2	225,800	214,900	220,300
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>\$395,500</b>	<b>\$388,400</b>	<b>\$398,200</b>

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

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
<b>Salaries and Wages</b>					
1009	Salaries, Redistributed	\$402,666	\$381,800	\$389,500	\$389,500
	<b>Subtotal</b>	<b>402,666</b>	<b>381,800</b>	<b>389,500</b>	<b>389,500</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues			900	900
2024	Electricity	200,667	229,700	96,800	106,400
2101	Materials and Supplies		3,000	3,000	3,000
2222	Repairs and Maint. Other		2,000	85,000	85,000
2401	Contractual Services	7,689	15,000	72,000	72,000
2405	Legal Fees	622,670			
	<b>Subtotal</b>	<b>208,356</b>	<b>249,700</b>	<b>257,700</b>	<b>267,300</b>
<b>Special Programs</b>					
8621	Holiday Lighting Program		70,000	19,000	19,000
	<b>Subtotal</b>	<b>359,809</b>	<b>70,000</b>	<b>19,000</b>	<b>19,000</b>
<b>Capital Improvements</b>					
9407	LCR Master Plan & Utility	652,151	300,000		
9855	Street Light Acquisition		300,000		
9999	CIP Projects				1,000,000
	<b>Subtotal</b>	<b>652,151</b>	<b>600,000</b>	<b>0</b>	<b>1,000,000 *</b>
	<b>Grand Total</b>	<b>\$1,622,982</b>	<b>\$1,301,500</b>	<b>\$666,200</b>	<b>\$1,675,800</b>

\* See Capital Improvement Project Summary page 235.

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

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$99,038	\$104,000	\$110,900	\$119,300
1003	Salaries, Part Time	17,484	25,200	26,500	27,000
1006	Salaries, Overtime	4,745	3,200	5,000	5,500
1009	Salaries, Redistributed	6,000	6,000	9,800	9,800
1038	Sick Leave Payoff	900	900	900	900
1040	Vacation Payoff	1,400	1,500	1,500	1,500
1101	Retirement	19,867	23,300	25,000	28,900
1103	P.A.R.S. Retirement	656	1,000	1,000	1,000
1104	P.E.R.S. Unfunded Liability	6,000	4,500	3,100	3,100
1201	Workers' Compensation	1,000	1,000	1,100	2,100
1300	Employee Group Insurance	18,500	19,900	19,900	21,800
1318	Medicare Insurance	1,739	1,900	2,100	2,100
	<b>Subtotal</b>	<b>177,329</b>	<b>192,400</b>	<b>206,800</b>	<b>223,000</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	1,493	1,500	1,700	1,700
2031	Telephone	899	100	900	900
2101	Materials and Supplies	2,822	1,300	1,500	1,500
2170	General Insurance	2,000	2,100	2,300	2,300
2281	Printing	4,612	5,000	5,000	5,000
2401	Contractual Services	1,930,205	2,003,800	2,051,700	2,102,100
2432	Postage		2,500	2,500	2,500
2804	Cost Redistributed	22,900	22,900	29,600	29,600
	<b>Subtotal</b>	<b>1,964,931</b>	<b>2,039,200</b>	<b>2,095,200</b>	<b>2,145,600</b>
<b><u>Special Programs</u></b>					
8105	Recycling Grant Programs	20,497	6,700	6,700	6,700
8117	Used Oil Recycling	4,971	7,000	7,000	7,000
8152	Waste Management Programs	9,952	23,400	26,500	27,000
8961	HHW Curbside Collections	1,325			
8723	Solid Waste Landfills		99,800	99,800	99,800
8969	C & D Recycling Deposit	2,809			
	<b>Subtotal</b>	<b>39,555</b>	<b>136,900</b>	<b>140,000</b>	<b>140,500</b>
	<b>Grand Total</b>	<b>\$2,181,815</b>	<b>\$2,368,500</b>	<b>\$2,442,000</b>	<b>\$2,509,100</b>



## Solid Waste Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Sr. Public Works Analyst/ Solid Waste Prog. Coordinator	1	1	1	\$103,100	\$110,000	\$119,300
Bilingual Pay				\$900	900	900
<b>TOTAL</b>	1	1	1	\$104,000	\$110,900	\$120,200

**Measure LL Public Works**

**Public Works**  
*Measure LL Fund/3104, 3106 & 3107*

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$56,620	\$84,900	\$71,400	\$77,000
1006	Salaries, Overtime	481			
1038	Sick Leave Payoff	1,000	1,000	1,000	1,000
1040	Vacation Payoff	1,100	1,000	1,000	1,000
1101	Retirement	5,188	19,000	7,500	8,200
1201	Workers' Compensation	2,000	2,100	2,300	2,500
1300	Employee Group Insurance	18,500	19,900	19,900	21,800
1318	Medicare Insurance	867	1,200	1,600	1,700
	<b>Subtotal</b>	<b>85,755</b>	<b>129,100</b>	<b>104,700</b>	<b>113,200</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry		1,300	1,400	1,400
2011	Training, Travel and Dues			1,500	
2051	Gas and Lubrications	2,671	1,000	1,000	1,000
2222	Repairs and Maint. Other	2,842	3,000	3,000	3,000
2401	Contractual Services	217,033	247,300	224,200	224,200
	<b>Subtotal</b>	<b>222,546</b>	<b>252,600</b>	<b>231,100</b>	<b>229,600</b>
<b><u>Capital Outlay</u></b>					
5408	Automotive Equipment	28,247			
	<b>Subtotal</b>	<b>28,247</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Capital Improvements</u></b>					
9742	Faciliate Evacuation Rt/Safety		900,000	950,000	950,000
9743	Legislative & Regulation Cost		100,000	50,000	50,000
	<b>Subtotal</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>
	<b>Grand Total</b>	<b>\$336,548</b>	<b>\$1,381,700</b>	<b>\$1,335,800</b>	<b>\$1,342,800</b>

## *Measure LL Street Maintenance Division Position*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Maint Lead Worker	1	1	1	\$84,900	\$71,400	\$77,000
<b>TOTAL</b>	1	1	1	\$84,900	\$71,400	\$77,000

**Transit Administration Division***Public Works  
Transit Fund/3401*

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2019-20
<b><u>Salaries and Wages</u></b>					
1003	Salaries, Part Time	\$41,417	\$39,800	\$43,900	\$45,200
1006	Salaries, Overtime	526		1,100	1,200
1009	Salaries, Redistributed	26,000	26,000	27,200	27,200
1103	P.A.R.S. Retirement	1,573	1,500	1,400	1,500
1201	Workers' Compensation	1,500	1,600	1,800	1,900
1318	Medicare Insurance	608	600	600	600
	<b>Subtotal</b>	<b>71,624</b>	<b>69,500</b>	<b>76,000</b>	<b>77,600</b>
<b><u>Maintenance and Operations</u></b>					
2021	Natural Gas	476	400	500	500
2031	Telephone	157	100	200	200
2101	Materials and Supplies	200	1,000	1,000	1,000
2170	General Insurance	2,800	3,000	3,500	3,800
2222	Repairs and Maint. Other		200	200	200
2401	Contractual Services	8,693	5,200	5,000	5,000
2804	Costs Redistributed	210,000	210,000	233,000	233,000
	<b>Subtotal</b>	<b>222,683</b>	<b>219,900</b>	<b>243,400</b>	<b>243,700</b>
<b><u>Special Programs</u></b>					
8108	Transit Evening Services				
8123	Free Ride to Work Program		13,000	13,000	13,000
8124	Free Summer Fares		19,000	19,000	19,000
8704	OCTA Planning Grant				
8418	Short Range Transit Plan	4,800		10,000	
	<b>Subtotal</b>	<b>4,800</b>	<b>32,000</b>	<b>42,000</b>	<b>32,000</b>
	<b>Grand Total</b>	<b>\$299,107</b>	<b>\$321,400</b>	<b>\$361,400</b>	<b>\$353,300</b>

**Transit Maintenance Division***Public Works  
Transit Fund/3402*

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$66,646	\$82,700	\$76,800	\$82,700
1003	Salaries, Part Time	\$64,170	70,200	82,000	84,200
1006	Salaries, Overtime	2,587	2,500	2,500	2,500
1009	Salaries, Redistributed	237,800	237,800	237,800	237,800
1038	Sick Leave Payoff	885	1,000	1,000	1,000
1040	Vacation Payoff	1,947	1,000	1,000	1,000
1101	Retirement	10,582	9,600	13,800	15,100
1103	P.A.R.S. Retirement	2,443	2,600	2,600	2,600
1201	Workers' Compensation	1,800	1,900	2,000	2,100
1300	Employee Group Insurance	18,500	19,900	19,900	21,800
1318	Medicare Insurance	1,934	2,300	2,100	2,100
	<b>Subtotal</b>	<b>409,294</b>	<b>431,500</b>	<b>441,500</b>	<b>452,900</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	2,579	1,500	3,000	3,000
2011	Training, Travel and Dues		1,700	1,000	1,000
2021	Natural Gas	1,124			
2024	Electricity				
2027	Water		1,700	1,700	1,700
2031	Telephone	983	700	900	900
2051	Gas and Lubrications	3,648	3,300	3,300	3,300
2101	Materials and Supplies	24,013	23,700	25,000	26,000
2150	Rents and Leases				
2170	General Insurance	3,500	3,700	3,900	3,900
2201	Repairs and Maint. Automotive	95,539	118,200	200,000	200,000
2222	Repairs and Maint. Other	3,671	5,000	5,000	5,000
2281	Printing	259	500	500	500
2401	Contractual Services	1,423	3,100	3,000	3,000
	<b>Subtotal</b>	<b>136,738</b>	<b>163,100</b>	<b>247,300</b>	<b>248,300</b>
	<b>Grand Total</b>	<b>\$546,032</b>	<b>\$594,600</b>	<b>\$688,800</b>	<b>\$701,200</b>

## Transit Maintenance Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
Equipment Mechanic	1	1	1	\$82,700	\$76,800	\$82,700
<b>TOTAL</b>	1	1	1	\$82,700	\$76,800	\$82,700

## Transit Festival Operations Division

*Public Works  
Transit Fund/3403*

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
<b><u>Salaries and Wages</u></b>					
1003	Salaries, Part Time	\$398,238	\$500,700	\$488,000	\$488,000
1006	Salaries, Overtime	75,561	31,800	35,000	35,000
1009	Salaries, Redistributed	35,700	35,700	37,400	37,400
1103	P.A.R.S. Retirement	17,705	18,800	15,500	15,500
1201	Workers' Compensation	3,300	3,500	3,600	3,700
1318	Medicare Insurance		7,700		
	<b>Subtotal</b>	<b>537,373</b>	<b>598,200</b>	<b>587,300</b>	<b>587,400</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	2,648	3,500	3,500	3,500
2031	Telephone	823	100	900	900
2051	Gas and Lubrications	39,868	66,400	96,000	98,600
2101	Materials and Supplies	12,321	16,100	16,700	15,500
2150	Rents and Leases	93,641	74,400	361,000	361,000
2170	General Insurance	6,600	7,100	7,100	7,100
2281	Printing	5,397	14,000	14,000	14,000
2401	Contractual Services	111,408	32,000	112,600	112,600
	Depreciation				
	<b>Subtotal</b>	<b>272,706</b>	<b>213,600</b>	<b>611,800</b>	<b>613,200</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment				
5510	Automotive				
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Special Programs</u></b>					
8032	Employee Referral Program			5,000	5,000
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>
	<b>Grand Total</b>	<b>\$810,079</b>	<b>\$811,800</b>	<b>\$1,204,100</b>	<b>\$1,205,600</b>

# Transit Neighborhood Weekday Services Division

Public Works  
Transit Fund/3404

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$138,800	\$145,800	\$150,600	\$154,400
1003	Salaries, Part Time	344,853	202,700	428,100	428,100
1006	Salaries, Overtime	74,994	25,000	25,000	25,000
1009	Salaries, Redistributed	(100,900)	(100,900)	(105,700)	(105,700)
1038	Sick Leave Payoff	1,249	3,100	3,200	3,200
1040	Vacation Payoff	3,994	2,600	2,700	2,700
1101	Retirement	27,365	32,800	35,200	36,200
1103	P.A.R.S. Retirement	14,855	7,600	13,600	13,600
1201	Workers' Compensation	5,600	6,100	6,300	6,500
1300	Employee Group Insurance	37,000	39,800	39,800	43,600
1318	Medicare Insurance	8,100	5,400	5,500	5,500
	<b>Subtotal</b>	<b>555,910</b>	<b>370,000</b>	<b>604,300</b>	<b>613,100</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	579	1,500	1,500	1,500
2011	Training, Travel and Dues	537	6,600	6,400	6,400
2021	Natural Gas	907	900	1,000	1,100
2024	Electricity	7,965	9,200	8,800	9,200
2027	Water	4,443	3,500	5,000	5,000
2031	Telephone	94	400	400	400
2051	Gas and Lubrications	40,007	72,400	89,900	91,700
2101	Materials and Supplies	2,603	4,000	4,000	4,000
2170	General Insurance	17,200	18,700	18,700	18,700
2281	Printing	8,631	12,000	12,000	12,000
2401	Contractual Services	58,346	66,500	53,600	53,600
	<b>Subtotal</b>	<b>141,312</b>	<b>195,700</b>	<b>201,300</b>	<b>203,600</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	2,178		2,000	
5510	Automotive Equipment	265,985			
	<b>Subtotal</b>	<b>268,163</b>	<b>0</b>	<b>2,000</b>	<b>0</b>
<b>Special Programs</b>					
8095	AQMD Grant Funds	2,000	1,700	2,000	2,000
8304	Paratransit Costs	76,916	98,200	78,000	78,000
	<b>Subtotal</b>	<b>78,916</b>	<b>99,900</b>	<b>80,000</b>	<b>80,000</b>
	<b>Grand Total</b>	<b>\$1,044,301</b>	<b>\$665,600</b>	<b>\$887,600</b>	<b>\$896,700</b>



## ***Transit Neighborhood Weekday Division Position***

<b><u>Position Title</u></b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<b>Adopted</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Adopted</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Transit Supervisor	1	1	1	\$79,500	\$82,700	\$84,800
Bus Driver	1	1	1	66,300	67,900	69,600
<b>TOTAL</b>	2	2	2	\$145,800	\$150,600	\$154,400

# Transit Trolley Weekend Operations Division

Public Works  
Transit Fund/3405

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
<b>Salaries and Wages</b>					
1003	Salaries, Part Time	\$294,997	\$306,300	\$317,700	\$317,700
1006	Salaries, Overtime	38,036		20,000	20,000
1009	Salaries, Redistributed	35,700	35,700	37,400	37,400
1103	P.A.R.S. Retirement	12,102	11,500	10,100	10,100
1318	Medicare Insurance	4,827	4,400	4,400	4,400
	<b>Subtotal</b>	<b>385,663</b>	<b>357,900</b>	<b>389,600</b>	<b>389,600</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	655	3,000	3,000	3,000
2051	Gas and Lubrications	91,594	72,500	76,500	78,700
2101	Materials and Supplies	23,686	33,400	33,400	33,400
2150	Rents and Leases	129,096	129,100	129,100	129,100
2201	Repairs & Maint. Automotive	62,164	75,000	80,000	80,000
2222	Repairs & Maint. Other	677	1,000	1,000	1,000
2281	Printing		500		
2401	Contractual Services	1,960		19,100	19,100
	<b>Subtotal</b>	<b>309,832</b>	<b>314,500</b>	<b>342,100</b>	<b>344,300</b>
<b>Capital Outlay</b>					
5408	Office Furniture and Equip			22,000	
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>22,000</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$695,495</b>	<b>\$672,400</b>	<b>\$753,700</b>	<b>\$733,900</b>

## Transit Neighborhood Weekend Services Division

*Public Works  
Transit Fund/3406*

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
<b><u>Salaries and Wages</u></b>					
1003	Salaries, Part Time	73,030	\$106,200	\$107,900	\$107,900
1006	Salaries, Overtime	12,388		10,000	10,000
1009	Salaries, Redistributed	119,700	119,700	124,600	124,600
1103	P.A.R.S. Retirement	3,144	4,000	3,500	3,500
1318	Medicare Insurance	1,239	1,500	1,500	1,500
	<b>Subtotal</b>	<b>209,500</b>	<b>231,400</b>	<b>247,500</b>	<b>247,500</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	7,969	13,500	18,600	19,100
2101	Materials and Supplies	13,766	17,500	18,100	17,500
2201	Repairs & Maint. Automotive	27,721	34,200	28,000	28,000
2222	Repairs & Maint. Other	301	1,000	1,000	1,000
2281	Printing	1,557		1,500	1,500
2401	Contractual Services	8,254		6,100	6,100
	<b>Subtotal</b>	<b>59,567</b>	<b>66,200</b>	<b>73,300</b>	<b>73,200</b>
<b><u>Capital Outlay</u></b>					
5510	Automotive Equipment	214,227			
	<b>Subtotal</b>	<b>214,227</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$483,294</b>	<b>\$297,600</b>	<b>\$320,800</b>	<b>\$320,700</b>

## Parking Facilities Maintenance

*Public Works*  
*Parking Authority Fund/3501*

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2019-20
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$271,636	\$396,300	\$298,600	\$306,300
1003	Salaries, Part Time	4,339	54,700	51,000	51,000
1006	Salaries, Overtime	17,242	20,600	20,600	20,600
1009	Salaries, Redistributed	(129,200)	(129,200)	(134,900)	(134,900)
1038	Sick Leave Payoff	2,300	2,400	2,400	2,400
1040	Vacation Payoff	1,500	1,600	1,600	1,600
1101	Retirement	65,853	89,000	122,400	127,100
1103	P.A.R.S. Retirement	163	2,100	2,700	2,000
1104	P.E.R.S. Unfunded Liability	19,300	19,300	6,700	6,700
1201	Workers' Compensation	3,300	3,500	3,800	4,100
1300	Employee Group Insurance	92,500	99,500	99,500	109,000
1318	Medicare Insurance	4,252	5,100	6,800	5,800
<b>Subtotal</b>		<b>353,183</b>	<b>564,900</b>	<b>481,200</b>	<b>501,700</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	822	2,000	2,000	2,000
2011	Training, Travel and Dues	1,162	2,000	600	3,000
2024	Electricity	18,419	15,100	19,000	19,000
2027	Water	4,266	2,500	4,500	4,500
2031	Telephone	3,764	3,400	3,800	3,800
2051	Gas and Lubrications	6,958	11,400	11,400	11,400
2101	Materials and Supplies	74,508	76,000	76,000	77,000
2150	Rents and Leases	20,904	20,900	23,300	23,300
2170	General Insurance	6,600	7,100	7,400	7,800
2201	Repairs and Maint. Automotive	1,386	5,000	5,000	5,000
2222	Repairs and Maint. Other	10,096	14,500	14,500	14,500
2281	Printing	7,661	13,500	13,000	13,000
2401	Contractual Services	732,671	701,400	834,600	822,100
2432	Postage	5,429			
2804	Costs Redistributed	192,400	192,400	203,000	203,000
<b>Subtotal</b>		<b>1,087,046</b>	<b>1,067,200</b>	<b>1,218,100</b>	<b>1,209,400</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture and Equipment	2,178			
5622	Other Equipment	36,505			
<b>Subtotal</b>		<b>38,683</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Special Programs</u></b>					
8811	Parking Credit Card Machines	235,046	184,100	150,000	150,000
<b>Subtotal</b>		<b>235,046</b>	<b>184,100</b>	<b>150,000</b>	<b>150,000</b>

***Parking Facilities Maintenance******Public Works***  
*Parking Authority Fund/3501*

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2019-20
<b><u>Capital Improvements</u></b>					
9110	Glenneyre Structure Repairs		1,000,000		
	Subtotal	0	1,000,000	0	0
	Grand Total	<b>\$1,713,958</b>	<b>\$2,816,200</b>	<b>\$1,849,300</b>	<b>\$1,861,100</b>

## Parking Facilities Maintenance Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Adopted	Adopted	Adopted	Adopted	Adopted
	Budget	Budget	Budget	Budget	Budget	Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Maintenance Supervisor*	1			\$102,600		
Maintenance Lead Worker	1	2	2	84,900	\$173,600	\$178,000
Traffic Maint Technician	1			75,500		
Maintenance Worker II	1	1	1	71,400	73,000	74,900
Maintenance Worker I	1	1	1	61,900	52,000	53,400
<b>TOTAL</b>	5	4	4	\$396,300	\$298,600	\$306,300

\* Maintenance Supervisor position transferred to the Streets Maintenance Division

## ***Parking Management & Operations Division***

***Public Works***  
***Parking Fund/3502***

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2019-20
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$243,670	\$249,200	\$254,900	\$261,300
1003	Salaries, Part Time	56,660	73,200	75,100	75,100
1006	Salaries, Overtime	7,433	5,000	5,000	5,000
1009	Salaries, Redistributed	(21,100)	(21,100)	(21,600)	(21,600)
1038	New Sick Leave Payoff	1,800	1,900	1,900	1,900
1040	Vacation Payoff	1,300	1,400	1,400	1,400
1101	Retirement	47,636	55,800	60,000	63,000
1103	P.A.R.S. Retirement	2,263	2,700	2,400	2,400
1104	PERS Unfunded Liability	13,200	9,900	7,000	7,000
1201	Workers' Compensation	1,700	1,800	1,900	2,000
1300	Employee Group Insurance	37,000	39,800	39,800	43,600
1318	Medicare Insurance	4,687	4,700	4,900	4,900
	<b>Subtotal</b>	<b>396,249</b>	<b>424,300</b>	<b>432,700</b>	<b>446,000</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	500	700	700	700
2011	Training, Travel and Dues	4,110	3,200	2,700	2,700
2031	Telephone and Internet	1,176	900	1,200	1,200
2101	Materials and Supplies	11,382	42,000	22,000	22,000
2150	Rents and Leases	74,000	115,000	114,000	114,000
2170	General Insurance	500	500	500	500
2222	Repairs and Maint. Other	8,694	10,000	10,000	10,000
2281	Printing	3,749	7,200	7,200	7,200
2401	Contractual Services	51,283	62,000	63,000	63,000
	<b>Subtotal</b>	<b>155,394</b>	<b>241,500</b>	<b>221,300</b>	<b>221,300</b>
<b><u>Special Programs</u></b>					
8817	Wayfinding Signage	12,311		20,000	20,000
8092	Summer Festivals Parking	9,192	30,600	31,000	31,000
8305	Festival Tram Fares	110,000	110,000	110,000	110,000
8727	Summer Breeze	125,135	85,000	130,000	130,000
	<b>Subtotal</b>	<b>119,192</b>	<b>225,600</b>	<b>291,000</b>	<b>291,000</b>
	<b>Grand Total</b>	<b>\$670,835</b>	<b>\$891,400</b>	<b>\$945,000</b>	<b>\$958,300</b>

## ***Parking Management and Operations Position Summary***

<b><u>Position Title</u></b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>	<b>Adopted Budget 2020-21</b>	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>	<b>Adopted Budget 2020-21</b>
Deputy Dir. Public Works	1	1	1	\$155,800	\$159,300	\$163,300
Sr. Administrative Analyst	1	1	1	93,400	95,600	98,000
<b>TOTAL</b>	2	2	2	\$249,200	\$254,900	\$261,300



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# Water Quality Department

**The Water Quality Department** is comprised of the Water Quality Division and the Wastewater Division. A staff of 15 employees work daily to achieve their mission statement; “To safeguard the community’s wastewater system and protect the ocean water quality”. The following are descriptions of services provided by each Division:

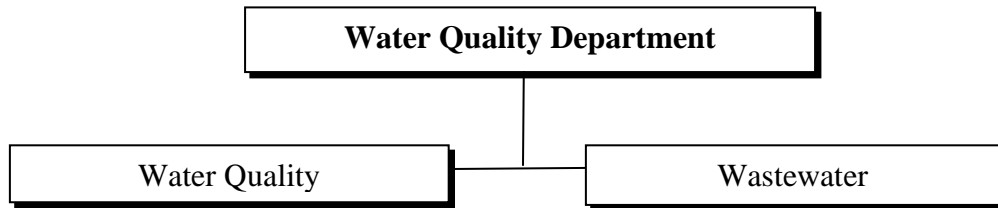
**Water Quality** - The Water Quality Division is charged with complying with and implementing the requirements of the National Pollution Discharge Elimination System (water quality) permit. The permit functions to support the federal Clean Water Act and is administered and enforced by the San Diego Regional Water Quality Control Board. The 2015 permit identifies tasks which cities and counties must complete to comply with the permit and reduce water pollution. This Division consists of two full-time employees responsible for coordinating permit compliance with other City departments, businesses, residents, contractors and the County. In order to carry out these responsibilities, the Division provides education to the community on activities to reduce water pollution, encourages participation, and takes enforcement actions when necessary.

**Wastewater** - The Wastewater Division is responsible for maintaining 95 miles of sewer lines, 25 lift stations, the four-mile North Coast Interceptor that transmits wastewater to the Coastal Treatment Plant, and 25 Urban Runoff Diversion Units. Key functions include maintaining the wastewater collection system, continuing an aggressive capital improvement program to reduce sewer spills, securing grants and managing low-interest funding, coordinating with the South Orange County Wastewater Authority, complying with mandates from the Environmental Protection Agency and the Regional Water Quality Control Board, and advocating the City policies necessary to meet Federal Clean Water Act requirements. The Division has 13 staff allocated to it for FY 2019-20. This includes 10 crewmembers, a project manager, the Director of Water Quality and an administrative assistant position.

## **Major Initiatives:**

- Reduce sewer spills by developing, identifying funding, and implementing a ten-year capital improvement program for the wastewater system.
- Reduce sewer spills caused by roots through the implementation of the private sewer laterals program.
- Implement programs to reduce water pollution and meet the new water quality regulations.
- Acquire low-interest loans and grant funding to support urban water diversion projects and wastewater system improvements.
- Implement the adopted Sewer System Management Plan.

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



## Water Quality Department Budget Summary

*All  
Divisions*

**Division**

Water Quality

Wastewater

Department Total

<i>MAJOR CATEGORY OF EXPENDITURE FY 2019-20</i>					Division
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$465,900	\$66,100		\$241,600		<b>\$773,600</b>
1,847,400	4,848,300	\$112,800	174,000	6,848,000	<b>\$13,830,500</b>
<b>\$2,313,300</b>	<b>\$4,914,400</b>	<b>\$112,800</b>	<b>\$415,600</b>	<b>\$6,848,000</b>	<b>\$14,604,100</b>

**Division**

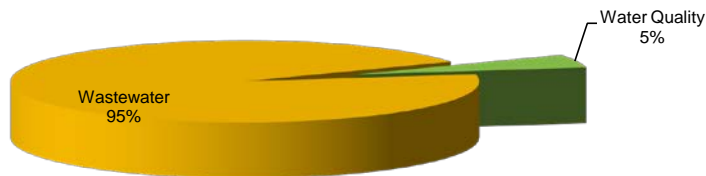
Water Quality

Wastewater

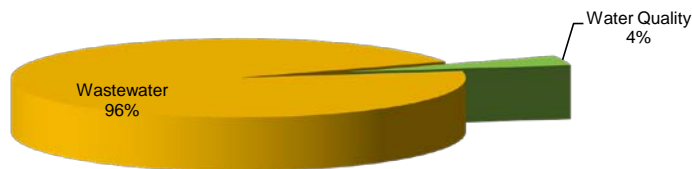
Department Total

<i>MAJOR CATEGORY OF EXPENDITURE FY 2020-21</i>					Division
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$483,700	\$46,600		\$157,600		<b>\$687,900</b>
1,989,400	5,455,300	\$2,600	214,000	7,266,000	<b>\$14,927,300</b>
<b>\$2,473,100</b>	<b>\$5,501,900</b>	<b>\$2,600</b>	<b>\$371,600</b>	<b>\$7,266,000</b>	<b>\$15,615,200</b>

### Summary By Division FY 2019-20



### Summary By Division FY 2020-21



## Water Quality Department Budget Detail

*All  
Divisions*

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,206,659	\$1,383,000	\$1,463,800	\$1,566,100
1006	Salaries, Overtime	72,238	39,700	72,300	72,300
1009	Salaries, Redistributed	21,900	21,900	23,200	23,200
1038	Sick Leave Payoff	32,068	24,500	24,700	24,700
1040	Vacation Payoff	20,520	21,600	22,000	22,000
1042	Comp Time Payoffs	200	200	200	200
1101	Retirement*	240,339	299,900	341,400	364,600
1104	P.E.R.S. Unfunded Liability	12,700	9,600	6,400	6,400
1201	Workers' Compensation	17,900	19,300	21,100	23,100
1300	Employee Group Insurance	277,500	297,200	317,100	348,400
1318	Medicare Insurance	18,544	20,600	21,100	22,100
	<b>Subtotal</b>	<b>1,920,569</b>	<b>2,137,500</b>	<b>2,313,300</b>	<b>2,473,100</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	4,171	7,900	7,900	7,900
2011	Training, Travel and Dues	13,143	21,700	22,400	22,400
2021	Natural Gas	1,852	2,600	2,600	2,600
2024	Electricity	141,993	191,500	181,400	181,600
2027	Water	10,458	7,700	8,700	8,700
2031	Telephone	12,162	11,300	11,300	11,300
2051	Gas and Lubrications	22,311	33,100	24,500	24,500
2101	Materials and Supplies	64,232	63,200	137,500	137,500
2150	Rents and Leases	159,000	159,000	194,800	194,800
2170	General Insurance	240,200	252,600	402,900	425,200
2201	Repairs and Maint. Auto.	15,849	25,400	25,400	25,400
2222	Repairs and Maint. Other	126,581	88,300	88,300	88,300
2281	Printing	189	2,500	2,500	2,500
2401	Contractual Services	305,115	191,400	193,600	203,600
2402	Contractual SOCWA Operation	2,203,707	2,200,000	2,500,000	2,500,000
2405	Legal Fees	569,978			
2432	Postage	56	1,000	1,000	1,000
2521	State Loan Principal & Interest	491,791	865,000	797,000	1,352,000
2522	Loan Administration Fees	9,392	8,200	35,000	35,000
2804	Costs Redistributed	226,700	226,700	277,600	277,600
2732	Depreciation	1,753,586			
	<b>Subtotal</b>	<b>6,372,467</b>	<b>4,359,100</b>	<b>4,914,400</b>	<b>5,501,900</b>
<b>Capital Outlay</b>					
5408	Office Furniture and Equipment		2,600	7,800	2,600
5622	Other Equipment			105,000	
	<b>Subtotal</b>	<b>0</b>	<b>2,600</b>	<b>112,800</b>	<b>2,600</b>
<b>Special Programs</b>					
	Special Programs	265,377	320,900	415,600	371,600
	<b>Subtotal</b>	<b>265,377</b>	<b>320,900</b>	<b>415,600</b>	<b>371,600</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects*	2,594,983	6,457,000	6,848,000	7,266,000
	<b>Subtotal</b>	<b>2,594,983</b>	<b>6,457,000</b>	<b>6,848,000</b>	<b>7,266,000</b>
	<b>Grand Total</b>	<b>\$11,153,396</b>	<b>\$13,277,100</b>	<b>\$14,604,100</b>	<b>\$15,615,200</b>

\* Represents twenty projects funded from the Wastewater Fund. See Water Quality Department Capital Improvement Project Section

*(p. 202) for project descriptions.*

## Water Quality Department Position Summary

*All  
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Water Quality Director	1	1	1	\$215,700	\$220,500	\$226,100
Project Manager	1	1	1	109,300	115,400	118,300
Sr. Water Quality Analyst	1	1	1	112,900	115,400	118,300
Maintenance Supervisor	1	1	1	102,600	78,300	80,300
Sr. Operation Supervisor	1	1	1	109,300	110,000	112,800
Maintenance Lead Worker	1	1	1	84,900	86,800	89,000
Environmental Specialist	1	1	1	82,700	84,600	86,800
Administrative Assistant	1	1	1	75,500	66,500	68,200
Instrumentation/Electrical Tech.	1	1	1	77,600	79,300	81,300
WQ Construction Inspector		1	1		95,700	98,100
Maintenance Worker II	2	2	2	142,800	146,000	149,700
Maintenance Worker I	4	4	5	222,700	218,300	290,200
Housing Assistance Program				47,000	47,000	47,000
<b>TOTAL</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>\$1,383,000</b>	<b>\$1,463,800</b>	<b>\$1,566,100</b>

**Water Quality Division**

*Water Quality Department*  
*General Fund/3303*

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$193,730	\$195,600	\$295,700	\$303,200
1006	Salaries, Overtime	3,568	6,600	6,600	6,600
1009	Salaries, Redistributed	27,000	27,000	28,200	28,200
1038	Sick Leave Payoff	1,900	2,000	2,200	2,200
1040	Vacation Payoff	1,700	1,800	2,000	2,000
1042	Comp Time Payoffs	200	200	200	200
1101	Retirement	38,093	43,800	58,700	63,000
1104	P.E.R.S. Unfunded Liability	12,700	9,600	6,400	6,400
1201	Workers' Compensation	1,600	1,700	1,800	1,900
1300	Employee Group Insurance	37,000	39,800	59,700	65,400
1318	Medicare Insurance	2,824	2,900	4,400	4,600
	<b>Subtotal</b>	<b>320,316</b>	<b>331,000</b>	<b>465,900</b>	<b>483,700</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	2,310	2,300	2,800	2,800
2024	Electricity	2,832	3,400	3,400	3,600
2027	Water	227	200	200	200
2031	Telephone	220	200	200	200
2051	Gas and Lubrications	106	800	800	800
2101	Materials and Supplies	137	600	600	600
2150	Rents and Leases	4,296	4,300	4,400	4,400
2170	General Insurance	3,000	3,200	3,500	3,800
2201	Repairs and Maint. Auto.	246	600	600	600
2222	Repairs and Maint. Other		500	500	500
2281	Printing	48	1,000	1,000	1,000
2401	Contractual Services	14,598	38,300	47,600	27,600
2432	Postage		500	500	500
	<b>Subtotal</b>	<b>28,022</b>	<b>55,900</b>	<b>66,100</b>	<b>46,600</b>
<b><u>Special Programs</u></b>					
8093	Electric Vehicle Charging Sta.	1,120	1,200	1,200	1,200
8303	Public Education	7,094	8,600	9,600	9,600
8314	Water Quality Special Projects	1,892	4,000		
8420	Maximum Daily Load Comp	6,506	15,000	15,000	15,000
8533	NPDES Storm Water Permit	166,859	111,100	116,600	121,800
8843	Vehicle Miles Study			10,200	
8826	Aliso Creek Ecosystem	19,414			
8968	ASBS Compliance BDGHT	1,120	5,000	74,000	10,000
8999	Technical Assistance Aliso Creek			15,000	
	<b>Subtotal</b>	<b>204,005</b>	<b>144,900</b>	<b>241,600</b>	<b>157,600</b>
	<b>Grand Total</b>	<b>\$552,342</b>	<b>\$531,800</b>	<b>\$773,600</b>	<b>\$687,900</b>



## Water Quality Position Summary

<b><u>Position Title</u></b>	<i>No. of Positions</i>			<i>Salaries</i>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Sr. Water Quality Analyst	1	1	1	\$112,900	\$115,400	\$118,300
Environmental Specialist	1	1	1	82,700	84,600	86,800
WQ Construction Inspector		1	1		95,700	98,100
<b>TOTAL</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>\$195,600</b>	<b>\$295,700</b>	<b>\$303,200</b>

# Wastewater Division

## Water Quality Department Wastewater Fund/3301 & 3302

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,012,929	\$1,187,400	\$1,168,100	\$1,262,900
1003	Salaries, Part Time	68,670	33,100	65,700	65,700
1006	Salaries, Overtime	(5,100)	(5,100)	(5,000)	(5,000)
1009	Salaries, Redistributed	30,168	22,500	22,500	22,500
1038	Sick Leave Payoff	18,820	19,800	20,000	20,000
1101	Retirement	202,246	256,100	282,700	301,600
1201	Workers' Compensation	16,300	17,600	19,300	21,200
1300	Employee Group Insurance	240,500	257,400	257,400	283,000
1318	Medicare Insurance	15,720	17,700	16,700	17,500
	<b>Subtotal</b>	<b>1,600,253</b>	<b>1,806,500</b>	<b>1,847,400</b>	<b>1,989,400</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	4,171	7,900	7,900	7,900
2011	Training, Travel and Dues	10,833	19,400	19,600	19,600
2021	Natural Gas	1,852	2,600	2,600	2,600
2024	Electricity	139,161	188,100	178,000	178,000
2027	Water	10,231	7,500	8,500	8,500
2031	Telephone	11,942	11,100	11,100	11,100
2051	Gas and Lubrications	22,206	32,300	23,700	23,700
2101	Materials and Supplies	64,094	62,600	136,900	136,900
2150	Rents and Leases	154,704	154,700	190,400	190,400
2170	General Insurance	237,200	249,400	399,400	421,400
2201	Repairs and Maint. Auto.	15,603	24,800	24,800	24,800
2222	Repairs and Maint. Other	126,581	87,800	87,800	87,800
2281	Printing	140	1,500	1,500	1,500
2401	Contractual Services	290,516	153,100	146,000	176,000
2402	Contractual SOCWA Operation	2,203,707	2,200,000	2,500,000	2,500,000
2405	Legal Fees	569,978			
2432	Postage	56	500	500	500
2521	State Loan Principal & Interest	491,791	865,000	797,000	1,352,000
2522	Loan Administration Fees	9,392	8,200	35,000	35,000
2804	Costs Redistributed	226,700	226,700	277,600	277,600
2732	Depreciation	1,735,452			
	<b>Subtotal</b>	<b>6,326,312</b>	<b>4,303,200</b>	<b>4,848,300</b>	<b>5,455,300</b>
<b>Capital Outlay</b>					
5408	Other Equipment		2,600	7,800	2,600
5622	Other Equipment			105,000	
	<b>Subtotal</b>	<b>0</b>	<b>2,600</b>	<b>112,800</b>	<b>2,600</b>
<b>Special Programs</b>					
8206	Wastewater Grease Control		14,000	14,000	14,000
8613	Odor Control Treatment		2,000		
8614	Private Sewer Lateral Asst.		160,000	160,000	160,000
8855	Strategic Planning				40,000
	<b>Subtotal</b>	<b>61,372</b>	<b>176,000</b>	<b>174,000</b>	<b>214,000</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects*	2,594,984	6,457,000	6,848,000	7,266,000
	<b>Subtotal</b>	<b>2,594,984</b>	<b>6,457,000</b>	<b>6,848,000</b>	<b>7,266,000</b>
	<b>Grand Total</b>	<b>\$10,582,920</b>	<b>\$12,745,300</b>	<b>\$13,830,500</b>	<b>\$14,927,300</b>

\* Represents twenty projects funded from the Wastewater Fund. See Water Quality Department Capital Improvement Project Section (p. 269) for project descriptions.

## Wastewater Division Position

<b><u>Position Title</u></b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<b>Adopted</b>	<b>Adotped</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Adopted</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Water Quality Director	1	1	1	\$215,700	\$220,500	\$226,100
Project Manager	1	1	1	109,300	115,400	118,300
Sr. Operation Supervisor	1	1	1	109,300	110,000	112,800
Maintenance Supervisor	1	1	1	102,600	78,300	80,300
Maintenance Lead Worker	1	1	1	84,900	86,800	89,000
Administrative Assistant	1	1	1	75,500	66,500	68,200
Instrumentation/Electrical Tech.	1	1	1	77,600	79,300	81,300
Maintenance Worker II	2	2	2	142,800	146,000	149,700
Maintenance Worker I	4	4	5	222,700	218,300	290,200
Housing Assistance Program				47,000	47,000	47,000
<b>TOTAL</b>	<b>13</b>	<b>13</b>	<b>14</b>	<b>\$1,187,400</b>	<b>\$1,168,100</b>	<b>\$1,262,900</b>

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# Community Development Department

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

**Administrative Division** – The Administrative Division consists of the Director of Community Development, Assistant Director of Community development, Permit Supervisor/Counter Coordinator and an Administrative Assistant. The Director is responsible for the overall operation of the Department, including the Department work priorities, budget, personnel and project scheduling. The Director also supervises the Code Enforcement Supervisor.

**Zoning Division** – This Division is managed by the City's Zoning Administrator and principally engages in zoning plan check functions and provides staff support to the Design Review Board. The Zoning Division is responsible for the administration of the Zoning Code. The Zoning Division staff is also involved in the processing of certificates of use and real property reports. This Division is intended to be financially self-sustaining with zoning review fees covering the operational expenses of the Division. The Zoning Division also provides staff support for the Heritage Committee and is responsible for the City's Historic Preservation Program.

**Building Safety Division** – The Building Safety Division is managed by the City's Building Official. The Division provides building plan checks (for compliance with the California Building Code), issues building permits, conducts all field inspections and provides clerical support at the public counter. This Division is intended to be financially self-sustaining with building permit and plan check fees covering the operational expenses of the Division.

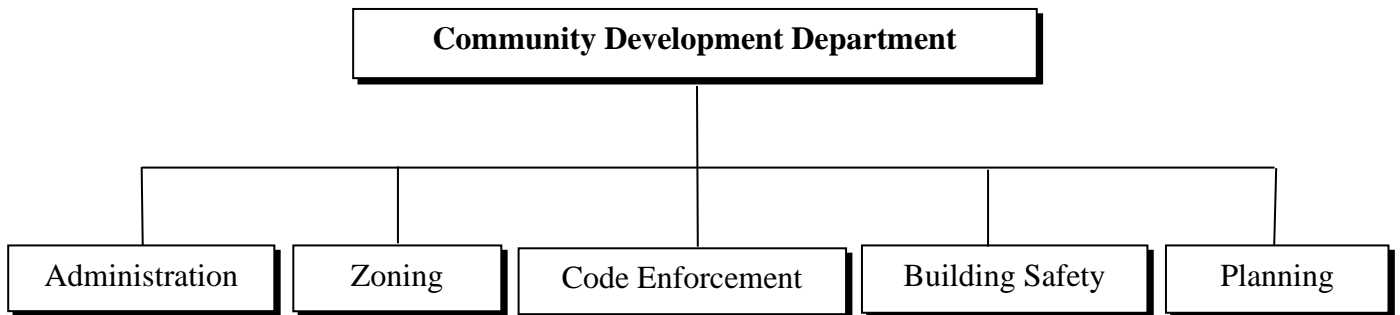
**Planning Division** – This Division is managed by the Planning Manager and is responsible for all current and advanced planning projects, such as Conditional Use Permits, Subdivisions, Specific Plans and the City General Plan. The Planning Division is also responsible for the majority of the Department's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

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

**Major Department Initiatives:**

- Update to the Downtown Specific Plan
- Department Customer Service and Processing/Procedure Improvements
- Historic Preservation Ordinance Update
- Coastal Major Remodel and Bluff Top Definition Revisions to the City's LCP
- General Plan Updates (Housing and Safety Element)
- Various other Code Amendments

The chart below shows the budget structure of the Community Development Department.



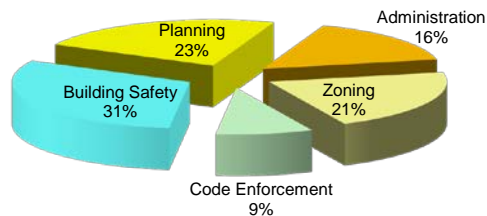
## Community Development Department Budget Summary

*All  
Divisions*

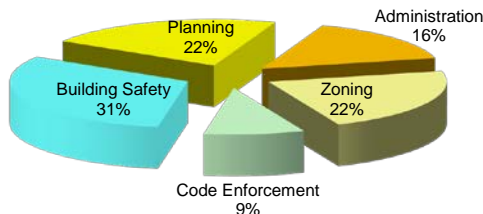
<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 2019-20</b>					Division Total
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
Administration	\$795,000	\$277,600	\$3,300	\$21,000	\$0	<b>\$1,096,900</b>
Zoning	1,243,400	109,000	2,100	96,000	0	<b>1,450,500</b>
Code Enforcement	470,900	127,300	0	0	0	<b>598,200</b>
Building Safety	1,589,100	477,300	0	25,000	0	<b>2,091,400</b>
Planning	1,308,200	95,300	5,900	150,000	0	<b>1,559,400</b>
<b>Department Total</b>	<b>\$5,406,600</b>	<b>\$1,086,500</b>	<b>\$11,300</b>	<b>\$292,000</b>	<b>\$0</b>	<b>\$6,796,400</b>

<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 2020-21</b>					Division Total
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
Administration	\$834,300	\$239,500	\$0	\$1,000	\$0	<b>\$1,074,800</b>
Zoning	1,322,000	110,400	0	96,000	0	<b>1,528,400</b>
Code Enforcement	494,500	127,900	0	0	0	<b>622,400</b>
Building Safety	1,690,200	418,500	0	25,000	0	<b>2,133,700</b>
Planning	1,387,700	96,300	0	0	0	<b>1,484,000</b>
<b>Department Total</b>	<b>\$5,728,700</b>	<b>\$992,600</b>	<b>\$0</b>	<b>\$122,000</b>	<b>\$0</b>	<b>\$6,843,300</b>

**Summary By Division FY 2019-20**



**Summary By Division FY 2020-21**



## Community Development Department Budget Detail

*All  
Divisions*

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$2,663,226	\$3,182,200	\$3,545,000	\$3,694,100
1003	Salaries, Part Time	84,112	56,000	43,100	43,100
1006	Salaries, Overtime	106,126	52,400	64,000	64,000
1038	Sick Leave Payoff	28,800	29,700	29,900	30,800
1040	Vacation Payoff	60,300	63,600	64,600	66,500
1042	Comp Time Payoffs	982	700	700	700
1101	Retirement	562,658	712,800	785,000	883,600
1103	P.A.R.S. Retirement	2,842	2,100	1,500	1,500
1104	P.E.R.S. Unfunded Liability	196,600	147,400	90,600	90,600
1201	Workers' Compensation	28,900	31,100	34,000	37,200
1300	Employee Group Insurance	592,000	636,800	696,400	763,000
1318	Medicare Insurance	41,381	47,700	51,800	53,600
	<b>Subtotal</b>	<b>4,367,927</b>	<b>4,962,500</b>	<b>5,406,600</b>	<b>5,728,700</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	24,838	42,200	47,400	44,400
2024	Electricity	11,282	13,200	12,600	13,000
2027	Water	905	700	1,000	1,000
2031	Telephone	15,047	18,700	19,700	19,900
2051	Gas and Lubrications	3,433	10,200	10,200	10,200
2101	Materials and Supplies	39,211	26,000	30,200	29,600
2150	Rents and Leases	36,681	36,700	31,300	31,300
2170	General Insurance	43,400	47,000	51,700	56,900
2201	Repairs and Maint. Automobile	14,907	15,400	16,700	18,100
2222	Repairs and Maint. Other	1,163	5,000	4,000	4,000
2281	Printing	16,392	11,200	11,200	11,200
2401	Contractual Services	938,748	635,000	850,500	753,000
	<b>Subtotal</b>	<b>1,146,006</b>	<b>861,300</b>	<b>1,086,500</b>	<b>992,600</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	9,201		11,300	
	<b>Subtotal</b>	<b>9,201</b>	<b>0</b>	<b>11,300</b>	<b>0</b>
<b><u>Special   Special Programs</u></b>					
8015	Heritage Committee	23	1,000	1,000	1,000
8308	Parking Demand Study	29,041			
8326	Historic Inventory Consultant			66,000	66,000



***Community Development Department***  
**Budget Detail**

***All  
Divisions***

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
8327	Update Downtown Plan	18,827			
8328	Landscape & Scenic Highways	10,240			
8415	View Preservation	0		75,000	
8501	Landscape Review Consulting	5,610	30,000	30,000	30,000
8503	Document Scanning	20,368	25,000	25,000	25,000
8460	Housing Element Consultant			60,000	
8461	Safety Element Consultant			15,000	
8635	LEAN Program			20,000	
<b>Subtotal</b>		84,108	56,000	292,000	122,000
<b>Grand Total</b>		<b>\$5,607,241</b>	<b>\$5,879,800</b>	<b>\$6,796,400</b>	<b>\$6,843,300</b>

## Community Development Department Position Summary

*All  
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Dir of Community Development	1	1	1	\$215,900	\$220,700	\$226,300
Asst. Dir of Comm. Development*	1	1	1	169,600	170,200	174,500
Building Official	1	1	1	155,800	159,300	163,300
Deputy Building Official	1	1	1	134,800	131,200	134,500
Sr. Building Inspector/Plan Checker	1	1	1	112,900	115,400	118,300
Building Inspector	3	3	3	278,600	286,500	303,500
Zoning Administrator	1	1	1	155,800	159,300	163,300
Planning Manager	1	1	1	155,800	159,300	163,300
Senior Principal Planner		1	1		136,700	147,200
Principal Planner	2	2	2	210,000	212,700	223,100
Senior Planner	2	2	2	225,800	230,800	236,600
Associate Planner*	6	6	6	538,300	601,200	635,900
Planning Technician		1	1		63,100	64,700
Code Enforcement Supervisor	1	1	1	81,300	86,400	88,600
Code Enforcement Officer	2	2	2	146,000	146,500	150,200
Records Management Coordinator	1	1	1	66,300	67,700	69,400
Permit Supervisor/Counter Coordinator		1	1		87,700	93,900
Sr. Permit Aide	4	4	4	275,800	271,300	285,500
Sr. Office Specialist	1	1	1	51,100	54,600	56,000
Administrative Assistant	2	2	2	151,000	118,900	126,900
Office Specialist	1	1	1	48,000	52,000	56,100
Assignment Pay				7,600	11,100	11,200
Bilingual Pay				1,800	1,800	1,800
<b>TOTAL</b>	<b>32</b>	<b>35</b>	<b>35</b>	<b>\$3,182,200</b>	<b>\$3,544,400</b>	<b>\$3,694,100</b>

\* One position funded by View Restoration Program

**Administration Division****Community Development**

General Fund/4101

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$407,539	\$464,800	\$559,100	\$580,000
1006	Salaries, Overtime	2,421	6,300	6,300	6,300
1038	Sick Leave Payoff	2,600	2,700	2,700	2,900
1040	Vacation Payoff	6,600	7,000	7,000	7,400
1101	Retirement	84,352	104,100	122,400	132,100
1104	P.E.R.S. Unfunded Liability	17,900	13,400	9,000	9,000
1201	Workers' Compensation	1,900	2,000	2,200	2,400
1300	Employee Group Insurance	55,500	59,700	79,500	87,200
1318	Medicare Insurance	6,126	6,800	6,800	7,000
	<b>Subtotal</b>	<b>593,732</b>	<b>666,800</b>	<b>795,000</b>	<b>834,300</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	11,027	16,000	16,000	16,000
2024	Electricity	7,676	9,000	8,400	8,800
2027	Water	615	500	600	600
2031	Telephone	3,007	2,200	3,200	3,400
2101	Materials and Supplies	7,686	2,400	2,400	2,400
2170	General Insurance	15,300	16,600	18,200	20,000
2222	Repairs and Maint. Other	572	600	600	600
2281	Printing	0	300	300	300
2401	Contractual Services	175,627	93,400	227,900	187,400
	<b>Subtotal</b>	<b>221,511</b>	<b>141,000</b>	<b>277,600</b>	<b>239,500</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment			3,300	
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>3,300</b>	<b>0</b>
<b><u>Special Programs</u></b>					
8015	Heritage Committee	23	1,000	1,000	1,000
8635	LEAN Program			20,000	
	<b>Subtotal</b>	<b>23</b>	<b>1,000</b>	<b>21,000</b>	<b>1,000</b>
	<b>Grand Total</b>	<b>\$815,265</b>	<b>\$808,800</b>	<b>\$1,096,900</b>	<b>\$1,074,800</b>

## *Administration Division Position Summary*

<u><b>Position Title</b></u>	<i>No. of Positions</i>			<i>Salaries</i>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Dir of Community Development	1	1	1	\$215,900	\$220,700	\$226,300
Asst. Dir of Comm. Development	1	1	1	169,600	170,200	174,500
Permit Supervisor/Counter Coordinator		1	1		87,700	93,900
Administrative Assistant	1	1	1	75,500	71,700	76,500
Assignment Pay				3,800	8,800	8,800
<b>TOTAL</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>\$464,800</b>	<b>\$559,100</b>	<b>\$580,000</b>

**Zoning Division****Community Development**

General Fund/4102

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$683,800	\$762,700	\$797,800	\$834,500
1003	Salaries, Part Time	25,536	36,500	23,600	23,600
1006	Salaries, Overtime	33,004	14,100	14,100	14,100
1038	Sick Leave Payoff	7,700	7,900	8,000	8,400
1040	Vacation Payoff	14,300	15,100	15,600	16,100
1042	Comp Time Payoffs	700	700	700	700
1101	Retirement	138,372	170,800	181,800	206,600
1103	P.A.R.S. Retirement	643	1,400	800	800
1104	P.E.R.S. Unfunded Liability	48,800	36,600	22,200	22,200
1201	Workers' Compensation	6,200	6,700	7,300	8,000
1300	Employee Group Insurance	148,000	159,200	159,200	174,400
1318	Medicare Insurance	10,708	11,800	12,300	12,600
<b>Subtotal</b>		<b>1,117,763</b>	<b>1,223,500</b>	<b>1,243,400</b>	<b>1,322,000</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	4,346	10,500	11,500	11,500
2031	Telephone	1,315	1,300	1,300	1,300
2101	Materials and Supplies	5,883	6,700	6,700	6,700
2170	General Insurance	12,200	13,200	14,500	15,900
2222	Repairs and Maint. Other	0	600	600	600
2281	Printing	3,289	2,400	2,400	2,400
2401	Contractual Services	54,621	60,000	72,000	72,000
<b>Subtotal</b>		<b>81,653</b>	<b>94,700</b>	<b>109,000</b>	<b>110,400</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment			2,100	
<b>Subtotal</b>		<b>0</b>	<b>0</b>	<b>2,100</b>	<b>0</b>
<b><u>Special Programs</u></b>					
8326	Historic Inventory Consultant			66,000	66,000
8501	Landscape Review Consulting	5,610	30,000	30,000	30,000
<b>Subtotal</b>		<b>5,610</b>	<b>30,000</b>	<b>96,000</b>	<b>96,000</b>
<b>Grand Total</b>		<b>\$1,205,026</b>	<b>\$1,348,200</b>	<b>\$1,450,500</b>	<b>\$1,528,400</b>

## Zoning Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Zoning Administrator	1	1	1	\$155,800	\$159,300	\$163,300
Principal Planner	1	1	1	105,000	115,400	118,300
Associate Planner	4	4	4	351,200	400,600	425,200
Administrative Assistant	1	1	1	75,500	47,200	50,400
Senior Permit Aide	1	1	1	71,400	73,000	74,900
Assignment Pay				3,800	2,300	2,400
<b>TOTAL</b>	8	8	8	\$762,700	\$797,800	\$834,500

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

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$254,185	\$279,300	\$288,400	\$295,700
1006	Salaries, Overtime	2,812	9,200	9,200	9,200
1038	Sick Leave Payoff	2,500	2,600	2,700	2,700
1040	Vacation Payoff	7,000	7,400	7,900	7,900
1101	Retirement	50,151	62,600	66,300	74,600
1104	P.E.R.S. Unfunded Liability	17,300	13,000	8,800	8,800
1201	Workers' Compensation	3,100	3,300	3,600	3,900
1300	Employee Group Insurance	74,000	79,600	79,600	87,200
1318	Medicare Insurance	3,729	4,200	4,400	4,500
	<b>Subtotal</b>	<b>414,778</b>	<b>461,200</b>	<b>470,900</b>	<b>494,500</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	1,031	1,300	1,500	1,500
2031	Telephone	2,195	2,600	2,600	2,600
2051	Gas and Lubrications	467	2,500	2,500	2,500
2101	Materials and Supplies	2,281	2,700	5,000	5,000
2150	Rents and Leases	13,581	13,600	4,600	4,600
2170	General Insurance	3,600	3,900	4,500	5,100
2201	Repairs and Maint. Auto.	536	300	300	300
2222	Repairs and Maint. Other		800	800	800
2281	Printing		500	500	500
2401	Contractual Services	88,278	105,000	105,000	105,000
	<b>Subtotal</b>	<b>111,969</b>	<b>133,200</b>	<b>127,300</b>	<b>127,900</b>
	<b>Grand Total</b>	<b>\$526,746</b>	<b>\$594,400</b>	<b>\$598,200</b>	<b>\$622,400</b>

## Code Enforcement Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Code Enforcement Supervisor	1	1	1	\$81,300	\$86,400	\$88,600
Code Enforcement Officer	2	2	2	146,000	146,500	150,200
Senior Office Specialist	1	1	1	51,100	54,600	56,000
Bilingual Pay				900	900	900
<b>TOTAL</b>	4	4	4	\$279,300	\$288,400	\$295,700



**Building Safety Division****Community Development**

General Fund/4104

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$770,812	\$1,001,700	\$1,011,900	\$1,056,600
1003	Salaries, Part Time	589			
1006	Salaries, Overtime	50,267	10,100	21,700	21,700
1038	Sick Leave Payoff	10,200	10,500	10,500	10,800
1040	Vacation Payoff	29,000	30,500	30,500	31,500
1101	Retirement	171,694	224,400	234,900	266,900
1103	P.A.R.S. Retirement	22			
1104	P.E.R.S. Unfunded Liability	72,200	54,100	30,200	30,200
1201	Workers' Compensation	13,100	14,200	15,600	17,100
1300	Employee Group Insurance	203,500	218,900	218,900	239,800
1318	Medicare Insurance	11,895	14,700	14,900	15,600
	<b>Subtotal</b>	<b>1,333,280</b>	<b>1,579,100</b>	<b>1,589,100</b>	<b>1,690,200</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	5,238	5,700	9,700	6,700
2024	Electricity	3,605	4,200	4,200	4,200
2027	Water	289	200	400	400
2031	Telephone	7,101	10,900	10,900	10,900
2051	Gas and Lubrications	2,966	7,700	7,700	7,700
2101	Materials and Supplies	12,274	5,300	5,900	5,300
2150	Rents and Leases	18,600	18,600	22,100	22,100
2170	General Insurance	15,500	16,800	18,400	20,200
2201	Repairs and Maint. Auto.	2,171	1,900	1,900	1,900
2222	Repairs and Maint. Other	591	2,000	1,000	1,000
2281	Printing	2,130	2,500	2,500	2,500
2401	Contractual Services	531,768	335,600	392,600	335,600
	<b>Subtotal</b>	<b>602,233</b>	<b>411,400</b>	<b>477,300</b>	<b>418,500</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	9,201			
	<b>Subtotal</b>	<b>9,201</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Special Programs</u></b>					
8503	Document Scanning	20,368	25,000	25,000	25,000
	<b>Subtotal</b>	<b>20,368</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
	<b>Grand Total</b>	<b>\$1,965,082</b>	<b>\$2,015,500</b>	<b>\$2,091,400</b>	<b>\$2,133,700</b>

## ***Building Safety Position Summary***

<b><u>Position Title</u></b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Building Official	1	1	1	\$155,800	\$159,300	\$163,300
Deputy Building Official	1	1	1	134,800	131,200	134,500
Sr. Building Insp/Plan Checker	1	1	1	112,900	115,400	118,300
Building Inspector	3	3	3	278,600	286,500	303,500
Senior Permit Aide	3	3	3	204,400	198,300	210,600
Records Management Coordinator	1	1	1	66,300	67,700	69,400
Office Specialist	1	1	1	48,000	52,000	56,100
Senior Office Specialist						
Bilingual Pay				900	900	900
<b>TOTAL</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>\$1,001,700</b>	<b>\$1,011,300</b>	<b>\$1,056,600</b>

# Planning Division

## Community Development General Fund/4106

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$546,889	\$673,700	\$887,800	\$927,300
1003	Salaries, Part Time	49,783	19,500	19,500	19,500
1006	Salaries, Overtime	17,622	12,700	12,700	12,700
1038	Sick Leave Payoff	5,800	6,000	6,000	6,000
1040	Vacation Payoff	3,400	3,600	3,600	3,600
1101	Retirement	118,089	150,900	179,600	203,400
1103	P.A.R.S. Retirement	1,869	700	700	700
1104	P.E.R.S. Unfunded Liability	40,400	30,300	20,400	20,400
1201	Workers' Compensation	4,600	4,900	5,300	5,800
1300	Employee Group Insurance	111,000	119,400	159,200	174,400
1318	Medicare Insurance	8,923	10,200	13,400	13,900
	<b>Subtotal</b>	<b>908,375</b>	<b>1,031,900</b>	<b>1,308,200</b>	<b>1,387,700</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	3,197	8,700	8,700	8,700
2031	Telephone	1,428	1,700	1,700	1,700
2101	Materials and Supplies	11,087	8,900	10,200	10,200
2150	Rents and Leases	4,500	4,500	4,600	4,600
2170	General Insurance	9,000	9,700	10,600	11,600
2222	Repairs and Maint. Other	0	1,000	1,000	1,000
2281	Printing	10,973	5,500	5,500	5,500
2401	Contractual Services	88,455	41,000	53,000	53,000
	<b>Subtotal</b>	<b>128,640</b>	<b>81,000</b>	<b>95,300</b>	<b>96,300</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment			5,900	
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>5,900</b>	<b>0</b>
<b>Special Programs</b>					
8308	Parking Demand Study	29,041			
8327	Update Downtown Plan	18,827			
8328	Landscape & Scenic Highways	10,240			
8415	Histroic Preservation Ordinance			75,000	
8460	Housing Element Consultant			60,000	
8461	Safety Element Consultant			15,000	
	<b>Subtotal</b>	<b>58,108</b>	<b>0</b>	<b>150,000</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$1,095,122</b>	<b>\$1,112,900</b>	<b>\$1,559,400</b>	<b>\$1,484,000</b>

## Planning Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Planning Manager	1	1	1	\$155,800	\$159,300	\$163,300
Senior Principal Planner		1	1		136,700	147,200
Principal Planner	1	1	1	105,000	97,300	104,800
Senior Planner	2	2	2	225,800	230,800	236,600
Associate Planner*	2	2	2	187,100	200,600	210,700
Planning Technician		1	1		63,100	64,700
<b>TOTAL</b>	<b>6</b>	<b>8</b>	<b>8</b>	<b>\$673,700</b>	<b>\$887,800</b>	<b>\$927,300</b>

\* One position is being funded by the View Restoration Program.

# Community Services Department

The Community Services Department is organized into four divisions: Recreation Services, Swimming Pool, Community Assistance Grants, and the Alternative Sleeping Location. There are five authorized full-time positions, approximately 50 seasonal and part-time positions, and more than 75 contract instructors. A description of services provided by each division is as follows:

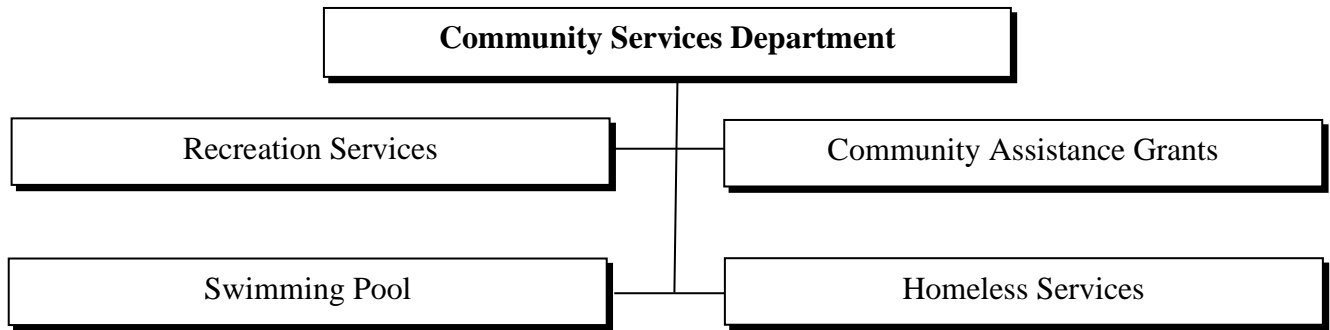
**Recreation Services** – The Recreation Services Division consists of four full-time and approximately five part-time employees. It provides a variety of recreation and cultural activities, and supplements the social services and senior citizen needs in the community. The Division is responsible for a variety of activities: sports programs for both youth and adults, parenting and tiny tot classes, senior programs, dance, fitness, art, and enrichment activities. A quarterly brochure of activities is mailed to all Laguna Beach residents. In addition, the Division is responsible for the maintenance of the Community and Susi Q Senior Center and many maintenance and improvement projects in City parks such as resurfacing of courts, lighting, and new park amenities. Class fees, sports programs, permit charges, rents, leases, and special program reimbursements generate about 80% of the Division's budget. This Division also organizes several special events each year, including Hospitality Night, the City-wide youth track meet, and the Brooks Street surf contest, to name just a few.

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

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

**Homeless Services, incorporating the Alternative Sleeping Location** – The funding for the Alternative Sleeping Location is included in the Community Services Department.

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



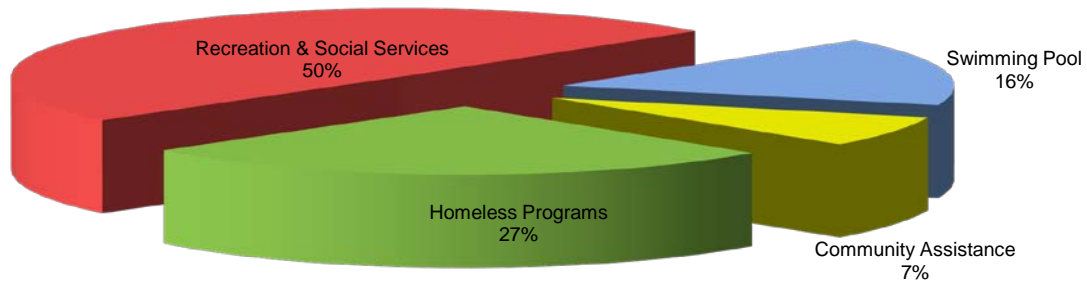
## Community Services Department Budget Summary

*All  
Divisions*

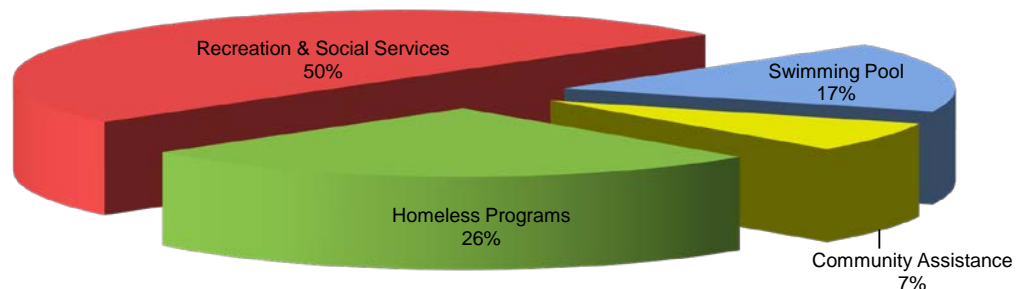
<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 2019-20</b>					<b>Division Total</b>
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
Recreation & Social Services	\$762,500	\$1,030,600	\$17,000			<b>\$1,810,100</b>
Swimming Pool	265,000	329,200				<b>\$594,200</b>
Community Assistance				267,200		<b>\$267,200</b>
Homeless Programs				985,000		<b>\$985,000</b>
<b>Department Total</b>	<b>\$1,027,500</b>	<b>\$1,359,800</b>	<b>\$17,000</b>	<b>\$1,252,200</b>	<b>\$0</b>	<b>\$3,656,500</b>

<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 2020-21</b>					<b>Division Total</b>
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
Recreation & Social Serv.	\$794,800	\$1,080,600	\$17,500			<b>\$1,892,900</b>
Swimming Pool	278,600	349,000				<b>\$627,600</b>
Community Assistance				267,200		<b>\$267,200</b>
Homeless Programs				995,000		<b>\$995,000</b>
<b>Department Total</b>	<b>\$1,073,400</b>	<b>\$1,429,600</b>	<b>\$17,500</b>	<b>\$1,262,200</b>	<b>\$0</b>	<b>\$3,782,700</b>

**Summary By Division FY 2019-20**



**Summary By Division FY 2020-21**



## Community Services Department Budget Detail

## All Divisions

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$364,191	\$384,400	\$394,700	\$417,900
1003	Salaries, Part Time	256,602	249,000	295,000	300,000
1006	Salaries, Overtime	10,298	16,200	16,200	16,200
1009	Salaries, Redistributed	69,600	69,600	123,300	123,300
1038	Sick Leave Payoff	9,700	10,200	10,400	10,400
1040	Vacation Payoff	2,500	2,700	2,700	2,700
1101	Retirement	71,955	86,200	91,000	98,100
1103	P.A.R.S. Retirement	10,231	9,300	9,500	9,600
1104	PERS Unfunded Liability	29,700	22,300	21,700	21,700
1201	Workers' Compensation	4,700	5,000	5,400	5,800
1300	Employee Group Insurance	92,500	99,500	99,500	109,000
1318	Medicare Insurance	9,443	9,400	10,100	10,700
	<b>Subtotal</b>	<b>931,420</b>	<b>963,800</b>	<b>1,079,500</b>	<b>1,125,400</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	3,616	4,000	4,500	5,100
2011	Training, Travel and Dues	9,372	15,900	20,600	20,900
2021	Natural Gas	37,386	44,300	44,400	44,400
2024	Electricity	77,485	94,200	84,200	84,200
2027	Water	43,069	25,800	43,000	43,000
2031	Telephone	4,958	4,800	5,200	5,200
2051	Gas and Lubrications	302		500	500
2101	Materials and Supplies	77,158	78,600	88,700	91,800
2150	Rents and Leases	29,546	33,000	42,000	53,000
2170	General Insurance	12,600	13,600	14,900	16,200
2201	Repairs & Maint. Automotive	249		500	500
2222	Repairs and Maint. Other	56,497	56,700	129,400	139,400
2281	Printing	37,152	40,400	42,800	45,800
2401	Contractual Services	683,251	711,900	819,800	858,300
2432	Postage	16,475	16,300	19,300	21,300
	Community Assistance	283,543	251,200	267,200	267,200
	<b>Subtotal</b>	<b>1,372,658</b>	<b>1,390,700</b>	<b>1,627,000</b>	<b>1,696,800</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	42,172			
5510	Automotive	51,968			
5622	Other Equipment	595		17,000	17,500
	<b>Subtotal</b>	<b>94,735</b>	<b>0</b>	<b>17,000</b>	<b>17,500</b>
<b>Special Programs</b>					
8162	Cold Weather Shelter	2,250	5,000	5,000	5,000
8190	Alternative Sleeping Location	348,969	368,900	560,000	578,000
8191	Project Homecoming	2,735	5,000	5,000	5,000
8195	ASL On-site Manager	31,235	28,700	36,000	38,000
8196	CPR Training	1,683			
8197	ASL Site Improvements			272,000	272,000
	<b>Subtotal</b>	<b>386,871</b>	<b>407,600</b>	<b>878,000</b>	<b>898,000</b>
	<b>Grand Total</b>	<b>\$2,785,684</b>	<b>\$2,762,100</b>	<b>\$3,601,500</b>	<b>\$3,737,700</b>





## Community Services Department Position Summary

*All  
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget	Adopted Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Community Services Supervisor		1	1		\$115,400	\$124,300
Senior Recreation Supervisor	1			102,600		
Administrative Assistant	1	1	1	75,500	63,400	65,000
Senior Services Coordinator	1	1	1	82,700	88,800	95,100
Aquatics Coordinator	1	1	1	61,700	63,500	68,300
Senior Office Assistant	1	1	1	61,900	63,600	65,200
Senior Recreation Supervisor*	0.6	0.6	0.6	55,800	58,300	58,300
<b>TOTAL</b>	5.6	5.6	5.6	\$440,200	\$453,000	\$476,200

\* Position funded in Part Time Salaries.

## ***Recreation & Services Division***

*Community Services  
General Fund/5101*

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$305,616	\$322,700	\$331,200	\$349,600
1003	Salaries, Part Time	118,565	120,000	155,000	155,000
1006	Salaries, Overtime	6,976	8,000	8,000	8,000
1009	Salaries, Redistributed	69,000	69,000	70,600	70,600
1038	Sick Leave Payoff	3,500	3,600	3,600	3,600
1040	Vacation Payoff	2,500	2,700	2,700	2,700
1101	Retirement	61,103	72,300	76,300	82,000
1103	P.A.R.S. Retirement	4,735	4,500	5,000	5,000
1104	PERS Unfunded Liability	25,800	19,300	19,700	19,700
1201	Workers' Compensation	3,200	3,400	3,700	4,000
1300	Employee Group Insurance	74,000	79,600	79,600	87,200
1318	Medicare Insurance	6,427	6,500	7,100	7,400
	<b>Subtotal</b>	<b>681,422</b>	<b>711,600</b>	<b>762,500</b>	<b>794,800</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	517	700	1,000	1,200
2011	Training, Travel and Dues	7,585	10,800	13,800	14,000
2021	Natural Gas	5,636	6,800	6,900	6,900
2024	Electricity	53,482	68,700	58,700	58,700
2027	Water	25,913	17,200	26,000	26,000
2031	Telephone	1,038	1,200	1,200	1,200
2051	Gas and Lubrications	302		500	500
2101	Materials and Supplies	28,920	31,600	37,700	38,800
2150	Rents and Leases	29,546	33,000	42,000	53,000
2170	General Insurance	9,800	10,600	11,600	12,600
2201	Repairs & Maint. Automotive	249		500	500
2222	Repairs and Maint. Other	16,063	21,700	90,800	96,800
2281	Printing	37,152	40,400	42,800	45,800
2401	Contractual Services	576,649	592,400	677,800	703,300
2432	Postage	16,475	16,300	19,300	21,300
	<b>Subtotal</b>	<b>809,328</b>	<b>851,400</b>	<b>1,030,600</b>	<b>1,080,600</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	15,291			
5510	Automotive	51,968			
5622	Other Equipment	595		17,000	17,500
	<b>Subtotal</b>	<b>67,854</b>	<b>0</b>	<b>17,000</b>	<b>17,500</b>

***Recreation & Services Division****Community Services  
General Fund/5101*

Account		Actual	Adopted	Adopted	Adopted
No. Account Title		Expenditures	Budget	Budget	Budget
		2017-18	2018-19	2019-20	2020-21
<b><u>Special Programs</u></b>					
8842	MM Dog Play Area			12,000	
8196	CPR Training	1,683			
	<b>Subtotal</b>	1,683	0	12,000	0
	<b>Grand Total</b>	<b>\$1,560,287</b>	<b>\$1,563,000</b>	<b>\$1,822,100</b>	<b>\$1,892,900</b>

## ***Recreation Services Division Position Summary***

<b><u>Position Title</u></b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>
	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
Community Services Supervisor		1	1		\$115,400	\$124,300
Senior Recreation Supervisor	1			\$102,600		
Administrative Assistant	1	1	1	75,500	63,400	65,000
Senior Services Coordinator	1	1	1	82,700	88,800	95,100
Senior Office Assistant	1	1	1	61,900	63,600	65,200
Senior Recreation Supervisor*	0.6	0.6	0.6	55,800	57,000	58,500
<b>TOTAL</b>	<b>4.6</b>	<b>4.6</b>	<b>4.6</b>	<b>\$378,500</b>	<b>\$388,200</b>	<b>\$408,100</b>

\* Position funded in Part Time Salaries.

**Swimming Pool Division**Community Services  
General Fund/5102

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$58,574	\$61,700	\$63,500	\$68,300
1003	Salaries, Part Time	138,037	129,000	140,000	145,000
1006	Salaries, Overtime	3,322	8,200	8,200	8,200
1038	New Sick Leave Payoff	600	600	700	700
1040	Vacation Payoff	6,200	6,600	6,800	6,800
1101	Retirement	10,852	13,900	14,700	16,100
1103	P.A.R.S. Retirement	5,496	4,800	4,500	4,600
1104	PERS Unfunded Liability	3,900	3,000	2,000	2,000
1201	Workers' Compensation	1,500	1,600	1,700	1,800
1300	Employee Group Insurance	18,500	19,900	19,900	21,800
1318	Medicare Insurance	3,016	2,900	3,000	3,300
<b>Subtotal</b>		<b>249,997</b>	<b>252,200</b>	<b>265,000</b>	<b>278,600</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	3,099	3,300	3,500	3,900
2011	Training, Travel and Dues	1,787	5,100	6,800	6,900
2021	Natural Gas	31,749	37,500	37,500	37,500
2024	Electricity	24,003	25,500	25,500	25,500
2027	Water	17,156	8,600	17,000	17,000
2031	Telephone and Internet	3,919	3,600	4,000	4,000
2101	Materials and Supplies	48,238	47,000	51,000	53,000
2170	General Insurance	2,800	3,000	3,300	3,600
2222	Repairs and Maint. Other	40,434	35,000	38,600	42,600
2401	Contractual Services	106,602	119,500	142,000	155,000
<b>Subtotal</b>		<b>279,787</b>	<b>288,100</b>	<b>329,200</b>	<b>349,000</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	26,881			
<b>Subtotal</b>		<b>26,881</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total</b>		<b>\$556,666</b>	<b>\$540,300</b>	<b>\$594,200</b>	<b>\$627,600</b>

## Swimming Pool Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Adopted	Adopted	Adopted	Adopted	Adopted
	Budget	Budget	Budget	Budget	Budget	Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Aquatics Coordinator	1	1	1	\$61,700	\$63,500	\$68,300
<b>TOTAL</b>	1	1	1	\$61,700	\$63,500	\$68,300

## ***Homeless Programs***

*Community Services  
General Fund/5103*

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b><u>Salaries and Wages</u></b>					
1009	Salaries, Redistributed			\$52,000	\$52,000
	Subtotal	0	0	52,000	52,000
<b><u>Special Programs</u></b>					
8162	Cold Weather Shelter	2,250	5,000	5,000	5,000
8190	Alternative Sleeping Location	348,969	368,900	560,000	578,000
8191	Project Homecoming	2,735	5,000	5,000	5,000
8195	ASL On-site Manager	31,235	28,700	36,000	38,000
8198	ASL Safety Enhancements			55,000	45,000
8197	ASL Facility Improvements HEAP			272,000	272,000
	Subtotal	385,188	407,600	933,000	943,000
	Grand Total	<b>\$385,188</b>	<b>\$407,600</b>	<b>\$985,000</b>	<b>\$995,000</b>



# Community Assistance

## Community Services General Fund/5201

Account No.	Organization	Actual Expenditures 2016-17	Community Request 2018-19	Adopted Budget 2018-19	Community Request 2019-20	Subcommittee Recommendation 2019-20	Adopted Budget 2019-2020
2992	Ability Awareness Project				\$15,000	\$500	\$500
2909	Age Well Senior Services	4,000	4,000	2,500	3,000	2,500	2,500
2913	Assistance League (1)				5,500		
2953	Assistance League (2)				10,000		
2966	Boys & Girls Club of Laguna Beach	30,000	50,000	25,000	50,000	23,000	23,000
2999	Catmosphere				15,000		
2931	Creative Identity		10,000		8,000	1,000	1,000
2950	First Thursdays Art Walk		5,000		3,000		
2918	Friends of Laguna Beach Library, Inc.	12,000	16,500	6,000	16,000	5,000	5,000
2905	Friends of the Hortense Miller Garden		4,000	2,500	5,000	2,500	2,500
2972	Friendship Shelter, Inc.	2,000	20,000	8,000	20,000	5,000	5,000
2989	Give a Beat		6,000				
2925	Greater Laguna Coast Fire Safe Council	2,000	3,000	1,000			
2932	Helping Hand World Wide		5,000		5,000		
2920	HIV Advisory Committee	14,000	33,000	10,000	35,000	10,000	10,000
2943	KX 93.5 LB Radio, Inc.	2,000	25,000	20,000	30,000	13,000	13,000
2964	Laguna Beach Aquatics Foundation		30,000				
2924	Laguna Beach Beautification Council	3,000	5,000	500	7,500	1,000	1,000
2988	Laguna Beach CERT				10,000		
2980	Laguna Beach Chamber of Commerce	25,000			40,000	23,000	23,000
2951	Laguna Beach Chamber Singers		7,500				
2917	Laguna Beach Community Clinic	21,000	25,000	22,000	25,000	20,000	20,000
2912	Laguna Beach Garden Club		2,000		3,000		
2954	Laguna Beach Housing & Human Services	3,300	5,000	2,500	7,000	2,500	2,500
2922	Laguna Beach Live!	13,000	20,000	13,000	20,000	11,000	11,000
2957	Laguna Beach Net-Works				24,000	3,000	3,000
	Laguna Beach Patriot's Day Parade				4,000		
	Laguna Beach Recreation Committee		5,000	1,000	5,000	2,000	2,000
2975	Laguna Beach Seniors, Inc.		30,000	15,000	30,000	15,000	15,000
2981	Laguna Canyon Foundation	3,000	12,000	6,000	12,000	6,000	6,000
2982	Laguna Community Concert Band	9,000	11,000	8,000	12,000	8,000	8,000
	Laguna Dance Festival (CA Dance)	7,000	25,900	6,000	25,000	6,000	6,000
2984	Laguna Food Pantry	5,000	24,000	6,000	30,000	8,000	8,000
	Laguna Ocean Foundation	5,000	15,000	6,000	10,000	6,000	6,000
2915	Laguna Open Volleyball Tournament		10,000	1,000			
	Laguna Outreach Comm. Arts (LOCA)	6,000	16,600	6,000	16,600	6,000	6,000
	Laguna Plein Air Painters Association	8,000	65,000	20,000	50,000	18,000	18,000
2999	Laura's House	1,500	3,500	1,500	3,500	2,700	2,700
2999	Master Chorale of Saddleback		3,000		3,000		
2960	Music in Common, Inc.	2,500	5,000	1,000			
	No Square Theater	16,000	88,000	23,000	107,000	21,000	21,000
2955	OC Human Relations		10,000				
2999	Pacific Marine Mammal Center	10,000	15,000	8,000	10,012	10,000	10,000
2999	Patty's House		8,000				
2999	Protecting Unwanted Pets (PUP)		4,000		4,000	1,000	1,000
2916	Sally's Fund, Inc.	5,000	7,000	4,000	15,000	13,000	13,000
2999	Seaside Legal Services	3,000	25,000	6,500	25,000	6,500	6,500
	South County Cross-Cultural Council		25,000	25,000	25,000	15,000	15,000
	The Glenwood Foundation				5,520		
	The Heart Way	200					
	Transition Laguna Beach		15,000				
<b>Grand Total</b>		<b>\$212,500</b>	<b>\$699,000</b>	<b>\$257,000</b>	<b>\$749,632</b>	<b>\$267,200</b>	<b>\$267,200</b>

# Cultural Arts Department

The Cultural Arts Department is organized into two divisions: the Arts Commission and the Business Improvement District. A description of the services provided by each division is as follows:

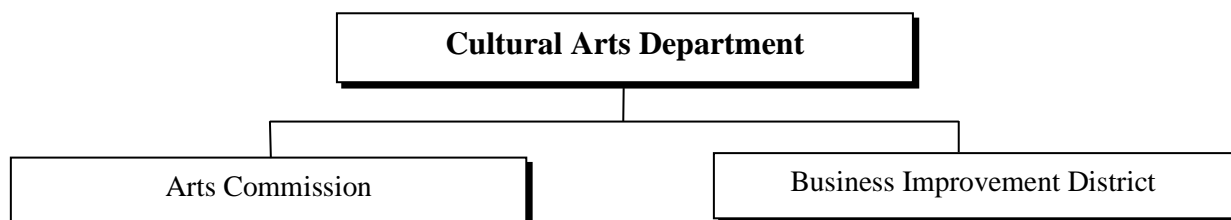
**Arts Commission** - The Arts Commission consists of seven members and one alternate appointed by the City Council. The Commission makes recommendations to the City Council regarding policies and art related matters. The Commission organizes special programs which include Music in the Park, Sunset Serenades, Temporary Art Installations, exhibits and the Art-in-Public Places program. A full-time Cultural Arts Manager serves as a liaison to the Commission who also manages the programs of the Cultural Arts Department and implementation of the Cultural Arts Plan, Creative Placemaking Assessment and Artist Working and Living spaces.

**Business Improvement District** - The Business Improvement District was established in 2001 to fund activities that promote tourism and related tourist events. The funds are generated from a 2% assessment on hotels room receipts. One half is allocated to Visit Laguna Beach and the other half is distributed equally to the Laguna Art Museum, Laguna College of Art and Design, Laguna Playhouse, Arts Commission Special Programs and Cultural Arts Funding Grants to arts organizations with programming in Laguna Beach.

## Major Initiatives:

- Implementation of the Cultural Arts Plan
- Offer opportunities for artists to thrive in Laguna Beach
- Develop cultural programming for residents

The chart below shows the budget structure of the Cultural Arts Department.



## Cultural Arts Department Budget Summary

*All  
Divisions*

### Division

Arts Commission  
Business Improvement  
Department Total

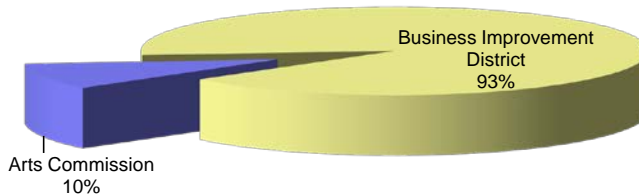
<i>MAJOR CATEGORY OF EXPENDITURE FY 2019-20</i>					Division
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$280,100	\$7,400		2,719,000		<b>\$287,500</b>
<b>\$280,100</b>	<b>\$7,400</b>	<b>\$0</b>	<b>\$2,719,000</b>	<b>\$0</b>	<b>\$3,006,500</b>

### Division

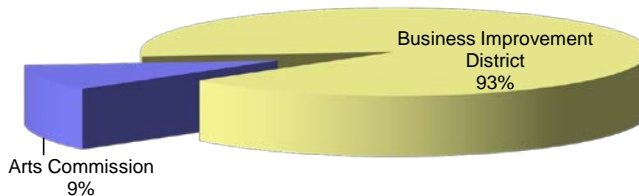
Arts Commission  
Business Improvement  
Department Total

<i>MAJOR CATEGORY OF EXPENDITURE FY 2020-21</i>					Division
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$290,800	\$7,200		2,857,000		<b>\$298,000</b>
<b>\$290,800</b>	<b>\$7,200</b>	<b>\$0</b>	<b>\$2,857,000</b>	<b>\$0</b>	<b>\$3,155,000</b>

### Summary By Division FY 2019-20



### Summary By Division FY 2020-21



***Cultural Arts Department  
Budget Detail***

***All  
Divisions***

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$99,618	\$102,600	\$168,200	\$172,500
1003	Salaries, Part Time	40,208	39,900	28,600	28,600
1038	Sick Leave Payoff	1,000	1,000	1,000	1,000
1040	Vacation Payoff	900	1,000	900	1,000
1101	Retirement	19,798	22,300	33,500	35,800
1103	P.A.R.S. Retirement	1,508	1,500	1,300	1,300
1104	P.E.R.S. Unfunded Liability	6,700	5,000	3,300	3,300
1201	Workers' Compensation	800	800	800	800
1300	Employee Group Insurance	18,500	19,900	39,800	43,600
1318	Medicare Insurance	2,100	2,000	2,700	2,900
	<b>Subtotal</b>	<b>191,132</b>	<b>196,000</b>	<b>280,100</b>	<b>290,800</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	200	2,300	2,400	2,200
2031	Telephone	63	100	100	100
2101	Materials and Supplies	1,852	3,200	3,200	3,200
2170	General Insurance	1,600	1,700	1,700	1,700
	<b>Subtotal</b>	<b>3,715</b>	<b>7,300</b>	<b>7,400</b>	<b>7,200</b>
<b><u>Special Programs</u></b>					
	Feasibility Study	34,000			
	BID Programs	1,935,342	2,400,000	2,719,000	2,857,000
	<b>Subtotal</b>	<b>1,969,342</b>	<b>2,400,000</b>	<b>2,719,000</b>	<b>2,857,000</b>
	<b>Grand Total</b>	<b>\$2,164,189</b>	<b>\$2,603,300</b>	<b>\$3,006,500</b>	<b>\$3,155,000</b>

## Cultural Arts Department Position Summary

*All  
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Adopted	Adopted	Adopted	Adopted	Adopted
	Budget	Budget	Budget	Budget	Budget	Budget
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Cultural Arts Manager	1	1	1	\$102,600	\$104,900	\$107,600
Arts Program Coordinator		1	1		\$63,300	\$64,900
Parttime Arts Coordinator*	0.5	0.5	0.5	39,900	28,600	28,600
<b>TOTAL</b>	1.5	2.5	2.5	\$142,500	\$196,800	\$201,100

\* Position funded through Part Time Salaries.

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

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$99,618	\$102,600	\$168,200	\$172,500
1003	Salaries, Part Time	40,208	39,900	28,600	28,600
1038	New Sick Leave Payoff	1,000	1,000	1,000	1,000
1040	Vacation Payoff	900	1,000	900	1,000
1101	Retirement	19,798	22,300	33,500	35,800
1103	P.A.R.S. Retirement	1,508	1,500	1,300	1,300
1104	P.E.R.S. Unfunded Liability	6,700	5,000	3,300	3,300
1201	Workers' Compensation	800	800	800	800
1300	Employee Group Insurance	18,500	19,900	39,800	43,600
1318	Medicare Insurance	2,100	2,000	2,700	2,900
<b>Subtotal</b>		<b>191,132</b>	<b>196,000</b>	<b>280,100</b>	<b>290,800</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	200	2,300	2,400	2,200
2031	Telephone	63	100	100	100
2101	Materials and Supplies	1,852	3,200	3,200	3,200
2170	General Insurance	1,600	1,700	1,700	1,700
<b>Subtotal</b>		<b>3,715</b>	<b>7,300</b>	<b>7,400</b>	<b>7,200</b>
<b>Special Programs*</b>					
8716	Feasibility Study	34,000			
<b>Subtotal</b>		<b>34,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total</b>		<b>\$228,847</b>	<b>\$203,300</b>	<b>\$287,500</b>	<b>\$298,000</b>

\* Funded by the Art in Lieu Fund.

**Business Improvement District****Cultural Arts  
General Fund/5202**

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
8012	Laguna Beach Visitor's Bureau	\$1,209,588	\$1,200,000	\$1,359,000	\$1,427,000
8041	Laguna Art Museum	241,918	240,000	272,000	286,000
8200	Laguna Moulton Playhouse	241,918	240,000	272,000	286,000
8201	Laguna College of Art and Design	241,918	240,000	272,000	286,000
8004	Arts Commission Special Programs		240,000	272,000	286,000
8203	Cultural Arts Funding		240,000	272,000	286,000
<b>Subtotal</b>		<b>\$1,935,342</b>	<b>\$2,400,000</b>	<b>\$2,719,000</b>	<b>\$2,857,000</b>

**Allocations of Funds Detail\***

Description	As of July 1, 2018	As of July 1, 2019	As of July 1, 2020
<i>8004 Arts Commission Special Programs:</i>			
Banner/Palette Competitions	22,000	28,800	
City Hall Exhibitions	16,000	11,375	
Cultural Arts Facilities	50,000	36,175	
Cultural Arts Info Publications	14,000	10,500	
Digital Research and Marketing	5,000	5,000	
Laguna Beach Poet Laureate	15,000	15,000	
Performing Arts	47,000	57,650	
Professional Speakers Series	10,000	10,500	
Restoration of Public Art	25,000	25,000	
Rotating Sculpture Program	26,000	40,000	
Subtotal	230,000	240,000	272,000
<i>8203 Cultural Arts Funding (to be determined):</i>			
Subtotal	240,000	240,000	272,000
<b>Grand Total</b>	<b>\$470,000</b>	<b>\$480,000</b>	<b>\$544,000</b>

\* Allocations for program year FY 2019-20 & FY 2020-21 are based on revenues received in the preceding fiscal year; therefore the FY 2019-20 budget reflects the revenues received during FY 2018-

## **Internal Service Funds**

Vehicle Replacement  
Insurance

The following pages contain the budgets for the City's two internal service funds: one for the Vehicle Replacement Fund and one for the Insurance and Benefits Fund. 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'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 health 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 the cost for these large expenses over many years instead of having to fund 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 useful life during which the equipment is used.



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

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b>Salaries and Wages</b>					
1040	Vacation Leave Payoffs	\$736,621	\$569,400	\$595,600	\$593,900
1041	Sick Leave Payoffs	192,383	270,100	290,900	293,600
1042	Compensatory Time Payoffs	24,248	23,800	24,000	24,000
1201	Workers Comp. Insurance	1,602,762	1,300,000	1,402,000	1,455,300
1303	Health Insurance	5,327,836	5,918,600	6,179,800	6,900,500
1306	Dental Insurance	286,313	443,100	449,100	467,300
1309	Life Insurance	27,119	47,000	49,000	49,000
1310	Retiree Health Savings	315,692	300,000	340,000	340,000
1313	Long Term Disability Insurance	57,250	50,000	50,000	50,000
1316	Unemployment Insurance	25,041	40,500	45,500	45,500
1318	Medicare Insurance	7,519	20,000	20,000	20,000
<b>Subtotal</b>		<b>8,602,783</b>	<b>8,982,500</b>	<b>9,445,900</b>	<b>10,239,100</b>
<b>Maintenance and Operations</b>					
2170	General Insurance	1,171,212	1,300,000	1,402,000	1,455,300
<b>Subtotal</b>		<b>1,171,212</b>	<b>1,300,000</b>	<b>1,402,000</b>	<b>1,455,300</b>
<b>Grand Total</b>		<b>\$9,773,994</b>	<b>\$10,282,500</b>	<b>\$10,847,900</b>	<b>\$11,694,400</b>

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

Division	Description	Adopted	Adopted
No.		Budget	Budget
		2019-20	2020-21
	<b><u>Police Department:</u></b>		
2101	Motorcycle	\$35,000	
2102	SUVs: Ford Police Interceptor Utility (3)		141,000
2201	Animal Services Truck	38,000	
3501	Parking Services Vehicle		38,000
	<b>Subtotal</b>	<b>73,000</b>	<b>179,000</b>
	<b><u>Marine Safety:</u></b>		
2601	Trucks: Toyota Tundras (2)		144,000
	<b>Subtotal</b>	<b>0</b>	<b>144,000</b>
	<b><u>Public Works Department:</u></b>		
3104	Trucks: Ford F350 (2)		100,000
	<b>Subtotal</b>	<b>0</b>	<b>100,000</b>
	<b>Grand Total</b>	<b>\$73,000</b>	<b>\$423,000</b>

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## **Section IV**

### **APPENDIX**

#### **Budget Details By Fund**

**(For Major Funds Only)**

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

## Fund Detail

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$25,770,173	\$29,256,600	\$31,044,700	\$32,662,600
1003	Salaries, Part Time	3,445,928	3,518,900	4,081,200	4,123,800
1004	Tidepool, Part Time	6,729	12,500	12,500	12,500
1006	Salaries, Overtime	3,378,218	2,353,500	2,913,100	2,924,800
1007	Salaries, Overtime-Mutual Aid	579,902	200,000	250,000	250,000
1009	Salaries, Redistributed		(22,000)	(84,200)	(90,800)
1038	Sick Leave Payoff	266,902	268,200	290,900	293,600
1040	Vacation Payoff	543,061	568,600	595,600	593,900
1042	Comp Time Payoffs	23,800	23,800	24,000	24,000
1053	Holiday Allowance	230,606	132,500	143,500	143,500
1059	Residency Incentive	32,867	30,000	30,000	30,000
1101	PERS Retirement Cost	6,288,333	7,798,500	8,967,900	9,574,000
1102	PERS, Side Fund	857,100	857,100	857,100	857,100
1103	P.A.R.S. Retirement	140,917	126,500	134,400	135,000
1104	PERS Unfunded Liability	2,042,000	1,411,100	1,000,000	1,000,000
1106	Pension Expense	100,416			
1201	Workers' Compensation	1,198,500	1,298,400	1,364,400	1,411,600
1300	Employee Group Insurance	5,151,600	5,561,200	5,795,300	6,287,300
1318	Medicare Insurance	471,189	503,000	541,600	554,100
	<b>Subtotal</b>	<b>50,528,241</b>	<b>53,898,400</b>	<b>57,962,000</b>	<b>60,787,000</b>

## Maintenance and Operations

2001	Uniforms and Laundry	277,523	268,400	289,300	294,200
2011	Training, Travel and Dues	269,725	377,000	416,900	416,000
2021	Natural Gas	47,493	56,400	56,800	56,900
2024	Electricity	603,940	706,200	566,500	581,800
2027	Water	401,206	254,800	323,700	326,000
2031	Telephone	239,925	282,700	297,900	302,900
2051	Gas and Lubrications	450,331	620,400	675,200	682,500
2101	Materials & Supplies	1,146,482	1,187,800	1,191,000	1,193,700
2102	Materials & Supplies: Odor Control			81,500	81,500
2110	Paramedic Medical Supplies	55,513	55,600	57,200	58,900
2150	Rents and Leases	1,985,836	1,989,300	2,493,600	2,512,700
2170	General Insurance	1,286,500	1,386,300	1,588,300	1,640,500
2201	Repairs and Maint. Auto	607,496	640,200	751,200	754,200
2222	Repairs and Maint. Other	565,021	530,700	679,100	686,100
2281	Printing	135,409	166,900	183,900	186,900
2302	Legal Advertising	13,986	28,000	29,000	29,000
2401	Contractual Services	8,840,535	8,168,100	9,086,100	9,207,900
2402	Contractual SOCWA Operations	2,203,707	2,200,000	2,500,000	2,500,000
2405	Legal Fees	1,192,648			

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

## Fund Detail

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
2432	Postage	54,523	68,400	71,400	73,400
2508	Vehicle Cost Redistribution	(133,856)	(90,000)	(90,000)	(90,000)
2521	Loan Principal & Interest	491,791	865,000	841,000	1,428,000
2522	Loan Administration Fees	9,392	8,200	35,000	35,000
2732	Depreciation Expense	1,735,452			
2733	Disposal of Fixed Assets	18,491			
2940	Cross Cultural Task Force	55,000	30,000	30,000	30,000
	Community Assistance	258,543	251,200	264,800	264,800
	<b>Subtotal</b>	<b>22,812,612</b>	<b>20,051,600</b>	<b>22,419,400</b>	<b>23,252,900</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	533,722	548,200	472,400	509,900
5510	Automotive Equipment	570,426		35,000	
5622	Other Equipment		204,400	419,400	362,700
	<b>Subtotal</b>	<b>1,104,148</b>	<b>752,600</b>	<b>926,800</b>	<b>872,600</b>
<b>Special Programs</b>					
8000s	Special Programs	5,968,502	4,593,100	5,992,400	5,736,900
	<b>Subtotal</b>	<b>5,968,502</b>	<b>4,593,100</b>	<b>5,992,400</b>	<b>5,736,900</b>
<b>Capital Improvements</b>					
9000s	Capital Improvement Projects	14,476,744	16,967,000	16,458,000	17,946,000
	<b>Subtotal</b>	<b>14,476,744</b>	<b>16,967,000</b>	<b>16,458,000</b>	<b>17,946,000</b>
	<b>Grand Total</b>	<b>\$94,890,247</b>	<b>\$96,262,700</b>	<b>\$103,758,600</b>	<b>\$108,595,400</b>

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

# General Fund Summary

## Fund Detail

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$23,104,044	\$26,101,100	\$28,041,300	\$29,516,800
1003	Salaries, Part Time	2,134,629	2,138,100	2,344,900	2,384,000
1004	Tidepool, Part Time	6,729	12,500	12,500	12,500
1006	Salaries, Overtime	3,030,383	2,196,900	2,478,100	2,478,600
1007	Salaries, Overtime-Mutual Aid	579,898	200,000	250,000	250,000
1009	Salaries, Redistributed	(795,900)	(817,900)	(836,000)	(842,600)
1038	Sick Leave Payoff	222,200	228,900	252,200	254,900
1040	Vacation Payoff	506,400	533,200	559,700	558,000
1042	Comp Time Payoffs	23,800	23,800	24,000	24,000
1053	Holiday Allowance	223,136	129,200	140,000	140,000
1059	Residency Incentive	32,867	30,000	30,000	30,000
1101	PERS Retirement Cost	5,859,606	7,150,600	8,269,500	8,973,700
1102	PERS, Side Fund	857,100	857,100	857,100	857,100
1103	P.A.R.S. Retirement	85,564	74,600	81,300	82,500
1104	PERS Unfunded Liability	1,986,500	1,358,900	966,300	966,300
1201	Workers' Compensation	1,152,400	1,249,100	1,311,300	1,354,500
1300	Employee Group Insurance	4,467,100	4,826,200	5,080,200	5,502,900
1318	Medicare Insurance	407,717	437,800	470,700	483,200
	<b>Subtotal</b>	<b>43,884,174</b>	<b>46,730,100</b>	<b>50,333,100</b>	<b>53,026,400</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	260,814	242,200	261,500	266,400
2011	Training, Travel and Dues	252,401	336,900	377,000	375,200
2021	Natural Gas	44,258	52,500	52,700	52,700
2024	Electricity	237,728	264,100	263,900	269,100
2027	Water	381,141	239,600	304,000	306,300
2031	Telephone	217,267	264,300	277,200	282,200
2051	Gas and Lubricants	232,318	341,300	348,400	348,600
2101	Materials and Supplies	914,581	902,000	929,900	932,400
2110	Paramedic Medical Supplies	55,513	55,600	57,200	58,900
2150	Rents and Leases	1,485,291	1,467,000	1,645,600	1,664,700
2170	General Insurance	998,000	1,081,800	1,131,800	1,181,800
2201	Repairs and Maint. Auto	397,542	376,700	406,900	409,900
2222	Repairs and Maint. Other	411,109	399,200	464,200	471,200
2281	Printing	98,374	107,700	123,400	126,400
2302	Legal Advertising	13,986	28,000	29,000	29,000
2401	Contractual Services	7,237,476	6,765,500	7,429,900	7,534,200

# General Fund Summary

## Fund Detail

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
2432	Postage	49,038	67,900	70,900	72,900
2508	Vehicle Cost Redistribution	(133,856)	(90,000)	(90,000)	(90,000)
2804	Costs Redistributed	(629,100)	(629,100)	(713,600)	(713,600)
2940	Cross Cultural Task Force	55,000	30,000	30,000	30,000
2809	Cultural Arts	258,310	251,200	264,800	264,800
	Community Assistance	258,543	0		
	<b>Subtotal</b>	<b>13,095,734</b>	<b>12,554,400</b>	<b>13,664,700</b>	<b>13,873,100</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	529,366	545,600	440,600	507,300
5510	Automotive	51,968		35,000	
5622	Other Equipment	550,427	204,400	314,400	242,700
	<b>Subtotal</b>	<b>1,131,761</b>	<b>750,000</b>	<b>790,000</b>	<b>750,000</b>
<b>Special Programs</b>					
8000+	Special Programs	4,882,772	3,755,500	5,200,400	4,834,900
	<b>Subtotal</b>	<b>4,882,772</b>	<b>3,755,500</b>	<b>5,200,400</b>	<b>4,834,900</b>
	<b>Grand Total</b>	<b>\$62,994,441</b>	<b>\$63,790,000</b>	<b>\$69,988,200</b>	<b>\$72,484,400</b>



# Measure LL Fund Summary

## Fund Detail

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$539,884	\$623,100	\$635,800	\$643,600
1003	Salaries, Part Time	19,008	19,000	105,400	105,400
1006	Salaries, Overtime	34,034	33,600	251,700	251,700
1009	Salaries, Redistributed	39,400	39,400	(22,600)	(22,600)
1038	Sick Leave Payoff	4,000	4,000	3,100	3,100
1040	Vacation Payoff	4,400	4,000	4,100	4,100
1053	Holiday Allowance	248			
1101	PERS Retirement Cost	65,462	98,000	90,800	97,200
1103	P.A.R.S. Retirement	540	800	700	700
1201	Workers' Compensation	8,000	8,400	9,100	9,800
1300	Employee Group Insurance	129,500	139,300	139,300	152,600
1318	Medicare Insurance	9,594	9,700	14,100	14,300
	<b>Subtotal</b>	<b>854,070</b>	<b>979,300</b>	<b>1,231,500</b>	<b>1,259,900</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	2,066	3,800	3,900	3,900
2011	Training, Travel and Dues	602	7,000	8,500	7,000
2031	Telephone	2,068	800	1,200	1,200
2051	Gas and Lubrications	2,894	2,200	2,200	2,200
2101	Materials and Supplies	39			
2150	Rents and Leases	6,696	6,700	6,700	6,700
2170	General Insurance	6,000	6,300	6,900	7,500
2222	Repairs and Maint. Other	2,842	3,000	3,000	3,000
2401	Contractual Services	217,033	247,300	224,200	224,200
	<b>Subtotal</b>	<b>240,240</b>	<b>277,100</b>	<b>256,600</b>	<b>255,700</b>
<b>Capital Outlay</b>					
5510	Automotive Equipment	38,247			
5622	Other Equipment				120,000
	<b>Subtotal</b>	<b>38,247</b>	<b>0</b>	<b>0</b>	<b>120,000</b>
<b>Special Programs</b>					
8000s	Special Programs	54,398			
	<b>Subtotal</b>	<b>54,398</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects		1,000,000	1,000,000	1,000,000
	<b>Subtotal</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>
	<b>Grand Total</b>	<b>\$1,132,557</b>	<b>\$2,256,400</b>	<b>\$2,488,100</b>	<b>\$2,635,600</b>

## *Measure LL Position Summary*

<u>Position Title</u>	<i>No. of Positions</i>		<i>Salaries</i>	
	Adopted	Adopted	Adopted	Adopted
	Budget	Budget	Budget	Budget
	2019-20	2020-21	2019-20	2020-21
Beach Patrol Officer	2	2	\$97,100	\$97,100
Community Outreach Officer	1	1	111,500	111,500
Fire Marshal	1	1	128,400	128,400
Marine Safety Officer	2	2	158,900	162,800
Maint Lead Worker	1	1	71,400	77,000
POST Certification			6,500	6,500
Paramedic Pay			59,500	59,500
Education Incentive			2,600	2,600
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>\$635,900</b>	<b>\$645,400</b>

# Parking Authority Fund Summary

## Fund Detail

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$888,942	\$1,116,500	\$997,200	\$1,016,900
1003	Salaries, Part Time	75,586	135,900	163,300	146,600
1006	Salaries, Overtime	41,039	30,600	24,000	35,100
1009	Salaries, Redistributed	3,804	3,800	4,600	4,600
1038	Sick Leave Payoff	8,400	8,700	8,900	8,900
1040	Vacation Payoff	7,500	8,000	8,100	8,100
1053	Holiday Allowance	7,222	3,300	3,500	3,500
1101	PERS Retirement Cost	197,341	251,400	275,900	286,300
1103	P.A.R.S. Retirement	2,992	5,100	5,600	4,900
1104	PERS Unfunded Liability	55,500	52,200	33,700	33,700
1201	Workers' Compensation	9,600	10,200	11,000	11,900
1300	Employee Group Insurance	259,000	278,600	258,700	283,400
1318	Medicare Insurance	14,305	15,900	18,200	17,200
	<b>Subtotal</b>	<b>1,571,232</b>	<b>1,920,200</b>	<b>1,812,700</b>	<b>1,861,100</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	4,011	5,000	5,000	5,000
2011	Training, Travel and Dues	5,352	5,400	3,500	5,900
2024	Electricity	18,419	15,100	19,000	19,000
2027	Water	4,266	2,500	4,500	4,500
2031	Telephone	6,500	5,200	6,000	6,000
2051	Gas and Lubrications	9,829	16,500	16,600	16,600
2101	Materials and Supplies	91,179	124,500	104,500	105,500
2150	Rents and Leases	116,408	157,400	160,800	160,800
2170	General Insurance	15,200	16,300	17,000	18,300
2201	Repairs and Maint. Auto	8,927	11,300	11,500	11,500
2222	Repairs and Maint. Other	19,840	31,500	31,900	31,900
2281	Printing	21,050	30,700	31,000	31,000
2401	Contractual Services	897,828	880,400	1,014,600	1,002,100
2432	Postage	5,429			
2804	Costs Redistributed	192,400	192,400	203,000	203,000
	<b>Subtotal</b>	<b>1,416,638</b>	<b>1,494,200</b>	<b>1,628,900</b>	<b>1,621,100</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	2,178			
5622	Other Equipment	72,533			
	<b>Subtotal</b>	<b>74,711</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8000s	Special Programs	491,684	409,700	441,000	441,000
	<b>Subtotal</b>	<b>491,684</b>	<b>409,700</b>	<b>441,000</b>	<b>441,000</b>

## Parking Authority Fund Summary

### *Fund Detail*

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b>Capital Improvements</b>					
9000s	Capital Improvement Projects	757,968	1,000,000		
	Subtotal	757,968	1,000,000	0	0
	Grand Total	<b>\$4,312,233</b>	<b>\$4,824,100</b>	<b>\$3,882,600</b>	<b>\$3,923,200</b>

# Wastewater Fund Summary

## Fund Detail

Account No.	Account Title	Actual Expenditures 2017-18	Adopted Budget 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,012,929	\$1,187,400	\$1,168,100	\$1,262,900
1006	Salaries, Overtime	68,670	33,100	65,700	65,700
1009	Salaries, Redistributed	(5,100)	(5,100)	(5,000)	(5,000)
1038	Sick Leave Payoff	30,168	22,500	22,500	22,500
1040	Vacation Payoff	18,820	19,800	20,000	20,000
1101	PERS Retirement Cost	202,246	256,100	282,700	301,600
1201	Workers' Compensation	16,300	17,600	19,300	21,200
1300	Employee Group Insurance	240,500	257,400	257,400	283,000
1318	Medicare Insurance	15,720	17,700	16,700	17,500
	<b>Subtotal</b>	<b>1,600,253</b>	<b>1,806,500</b>	<b>1,847,400</b>	<b>1,989,400</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	4,171	7,900	7,900	7,900
2011	Training, Travel and Dues	10,833	19,400	19,600	19,600
2021	Natural Gas	1,852	2,600	2,600	2,600
2024	Electricity	139,161	188,100	178,000	178,000
2027	Water		7,500	8,500	8,500
2031	Telephone	11,942	11,100	11,100	11,100
2051	Gas and Lubrications	22,206	32,300	23,700	23,700
2101	Materials and Supplies	64,094	62,600	136,900	136,900
2150	Rents and Leases	154,704	154,700	190,400	190,400
2170	General Insurance	237,200	249,400	399,400	421,400
2201	Repairs and Maint. Auto	15,603	24,800	24,800	24,800
2222	Repairs and Maint. Other	126,581	87,800	87,800	87,800
2281	Printing	140	1,500	1,500	1,500
2401	Contractual Services	290,516	153,100	146,000	176,000
2402	Contractual SOCWA Operations	2,203,707	2,200,000	2,500,000	2,500,000
2405	Legal Fees	569,978			
2432	Postage	56	500	500	500
2521	Bond Interest	491,791	865,000	797,000	1,352,000
2522	Loan Administration Fees	9,392	8,200	35,000	35,000
2732	Depreciation	1,735,452			
2733	Disposal of Fixed Assets	18,134			
2804	Costs Redistributed	226,700	226,700	277,600	277,600
	<b>Subtotal</b>	<b>6,334,215</b>	<b>4,303,200</b>	<b>4,848,300</b>	<b>5,455,300</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment		2,600	7,800	2,600
5622	Other Equipment			105,000	
	<b>Subtotal</b>	<b>0</b>	<b>2,600</b>	<b>112,800</b>	<b>2,600</b>

## Wastewater Fund Summary

### *Fund Detail*

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b><u>Special Programs</u></b>					
	Special Programs	61,372	176,000	174,000	214,000
	<b>Subtotal</b>	<b>61,372</b>	<b>176,000</b>	<b>174,000</b>	<b>214,000</b>
<b><u>Capital Improvements</u></b>					
	Capital Improvement Projects	2,594,984	6,457,000	6,848,000	7,266,000
	<b>Subtotal</b>	<b>2,594,984</b>	<b>6,457,000</b>	<b>6,848,000</b>	<b>7,266,000</b>
	<b>Grand Total</b>	<b>\$10,590,823</b>	<b>\$12,745,300</b>	<b>\$13,830,500</b>	<b>\$14,927,300</b>

# Transit Fund Summary

## Fund Detail

Account		Actual	Adopted	Adopted	Adopted
		Expenditures	Budget	Budget	Budget
No.	Account Title	2017-18	2018-19	2019-20	2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$205,446	\$228,500	\$227,400	\$237,100
1003	Salaries, Part Time	1,216,705	1,225,900	1,467,600	1,471,100
1006	Salaries, Overtime	204,091	59,300	93,600	93,700
1009	Salaries, Redistributed	354,000	354,000	358,700	358,700
1038	Sick Leave Payoff	2,134	4,100	4,200	4,200
1040	Vacation Payoff	5,941	3,600	3,700	3,700
1101	PERS Retirement Cost	(37,435)	42,400	49,000	51,300
1103	P.A.R.S. Retirement	51,822	46,000	46,700	46,800
1107	OPEB Pension Expense	(134)			
1201	Workers' Compensation	12,200	13,100	13,700	14,200
1300	Employee Group Insurance	55,500	59,700	59,700	65,400
1318	Medicare Insurance	23,578	21,900	21,900	21,900
<b>Subtotal</b>		<b>2,194,264</b>	<b>2,058,500</b>	<b>2,346,200</b>	<b>2,368,100</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	6,461	9,500	11,000	11,000
2011	Training, Travel and Dues	537	8,300	7,400	7,400
2021	Natural Gas	1,383	1,300	1,500	1,600
2024	Electricity	7,965	9,200	8,800	9,200
2027	Water	5,567	5,200	6,700	6,700
2031	Telephone	2,058	1,300	2,400	2,400
2051	Gas and Lubrications	183,085	228,100	284,300	291,400
2101	Materials and Supplies	76,589	95,700	98,200	97,400
2150	Rents and Leases	222,737	203,500	490,100	490,100
2170	General Insurance	30,100	32,500	33,200	33,500
2201	Repairs and Maint. Auto	185,423	227,400	308,000	308,000
2222	Repairs and Maint. Other	4,649	7,200	7,200	7,200
2281	Printing	15,844	27,000	28,000	28,000
2401	Contractual Services	190,083	106,800	199,400	199,400
2733	Disposal of Fixed Assets	357			
2804	Costs Redistributed	210,000	210,000	233,000	233,000
<b>Subtotal</b>		<b>1,142,838</b>	<b>1,173,000</b>	<b>1,719,200</b>	<b>1,726,300</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	2,178		24,000	
5510	Automotive Equipment	480,212			
<b>Subtotal</b>		<b>482,390</b>	<b>0</b>	<b>24,000</b>	<b>0</b>
<b>Special Programs</b>					
Special Programs		83,716	131,900	127,000	117,000
<b>Subtotal</b>		<b>83,716</b>	<b>131,900</b>	<b>127,000</b>	<b>117,000</b>
<b>Grand Total</b>		<b>\$3,903,207</b>	<b>\$3,363,400</b>	<b>\$4,216,400</b>	<b>\$4,211,400</b>

## Section V.1

### **CAPITAL IMPROVEMENT PROGRAM** **PUBLIC WORKS DEPARTMENT**

#### *Introduction*

The City's Capital Improvement Program for the Public Works Department includes major projects to replace or construct portions of the City's physical infrastructure including its streets, curbs and gutters, street signage, and street lights; parking lots; buildings, parks, water system; and storm drains.

The following schedules are included on the pages that follow:

1. ***Capital Improvement Project Summary*** These two schedules summarize all capital improvement projects budgeted for Fiscal Year 2019-20 and Fiscal Year 2020-21.
2. ***Capital Project Information*** These pages describe the projects budgeted for Fiscal Year 2019-20 and Fiscal Year 2020-21.
3. ***Ten Year Capital Improvement Plan*** A ten-year schedule is provided through Fiscal Year 2019-29 for all capital projects proposed at this time. A one-page funding summary for the entire Ten-Year Plan is shown on page 255.



**CAPITAL IMPROVEMENT PROJECT SUMMARY**

See the Following Pages for Description of Each Project

**Capital Improvement Fund****Description (Phase)**

1	Coast Highway Intersection Improvements and Ocean Avenue One-Way Conversion (Design/Construction, Supplemental)	\$ 100,000
2	Caltrans Coast Highway Sidewalk Improvements (Construction, Supplemental)	\$ 2,000,000
3	Temple Hills Drive Sidewalk Extension (Construction, Supplemental)	\$ 420,000
4	Temple Hills Drive Traffic Calming (Construction, Supplemental)	\$ 60,000
5	Animal Shelter Creek Erosion Protection (Construction, Supplemental)	\$ 470,000
6	Cliff Drive to High Drive Stairway Replacement (Construction, Supplemental)	\$ 240,000
7	Alisos Avenue Storm Drain Improvements (Construction, Supplemental)	\$ 350,000
8	Police Department Locker Room Improvements (Construction, Supplemental)	\$ 150,000
9	Community Development and Marine Safety Lobby Improvements (Construction)	\$ 150,000
10	Santa Cruz Street Storm Drain Extension (Design/Construction)	\$ 300,000
11	Main Beach Park Renovation (Design)	\$ 100,000
12	Capital Equipment, Furniture and Fixture Replacement	\$ 300,000
13	Future City Facilities Funding	\$ 900,000
14	Fuel Modification and Fire Protection	\$ 1,000,000
15	Citywide Playgrounds and Parks Renovation (Study)	\$ 100,000
16	Citywide Storm Damaged Slope Stabilization (Design/Construction)	\$ 200,000
17	Downtown Action Plan Recommended Improvements	\$ 200,000
<b>Total Cost of 2019/20 Capital Improvement Fund Projects</b>		<b>\$ 7,040,000</b>

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

18	Zone 1 Street Slurry Seal/Rehabilitation (Construction, Supplemental)	\$ 500,000
19	Temple Hills Drive Resurfacing (Design/Construction)	\$ 750,000
20	Portions of Zone 1, 10 & 11 Street Slurry Seal/Rehabilitation (Design/Construction)	\$ 200,000
21	Zone 3 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000
<b>Total Cost of 2019/20 Gas Tax and RMRA Fund Projects</b>		<b>\$ 1,550,000</b>

<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2019/20</b>	<b>\$ 8,590,000</b>
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Coast Highway Intersections Improvements

Project #: 1



**Description:**

This project aims to improve the traffic flow and pedestrian safety through Coast Highway in downtown from Broadway to Legion Street. The improvements include new curb ramps, pedestrian scrambles, lengthened turn lanes, new striping and the conversion of Ocean Avenue to a one-way street.

**Justification:**

This project improves vehicle traffic and pedestrian circulation and safety on Coast Highway through downtown.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design	\$ 200,000			\$ 200,000
Construction	\$ 540,000			\$ 540,000
Const. Support		\$ 100,000		\$ 100,000
Total	\$ 740,000	\$ 100,000	\$ -	\$ 840,000

Caltrans Coast Highway Sidewalk Improvements

Project #: 2



**Description:**

The City has entered into a Cooperative Agreement with Caltrans for contributing to the Caltrans sidewalk project. The project consists of installing and improving sidewalks between Moss Street and approximately 7th Avenue.

**Justification:**

It is cost effective for the City to have Caltrans take the lead on installing new sidewalks previously identified in the CIP that are within the Caltrans project limits.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design	\$ 1,800,000			\$ 1,800,000
Construction	\$ 5,900,000	\$ 2,000,000		\$ 7,900,000
Const. Support				\$ -
Total	\$ 7,700,000	\$ 2,000,000	\$ -	\$ 9,700,000



Temple Hills Drive Sidewalk Extension

Project #: 3



**Description:**

The project will provide an ADA compliant sidewalk on Temple Hills Drive from the current terminus at Dunning Drive to Rim Rock Canyon Drive.

**Justification:**

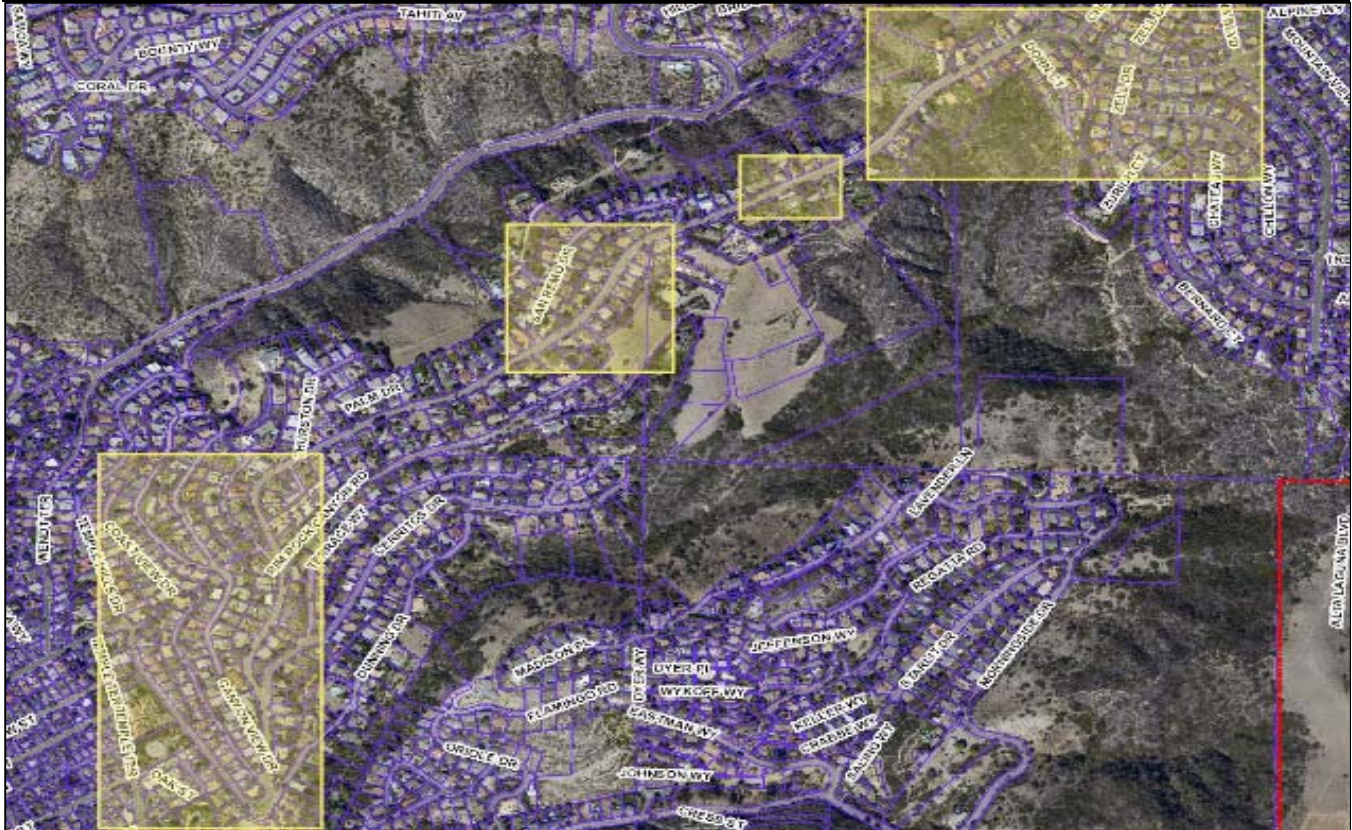
Provides a safe pedestrian path where one currently does not exist.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way		\$ 30,000		\$ 30,000
Design	\$ 80,000	\$ 100,000		\$ 180,000
Construction	\$ 500,000	\$ 180,000		\$ 680,000
Const. Support		\$ 110,000		\$ 110,000
<b>Total</b>	<b>\$ 580,000</b>	<b>\$ 420,000</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>



# Temple Hills Drive Traffic Calming

Project #: 4



## Description:

Various traffic calming measures, including enhanced striping, speed tables, and speed feedback signs, will be implemented along Temple Hills Drive. Construction to be combined with the adjacent Temple Hills Drive Sidewalk Extension project.

## Justification:

Reduce speeding and improve safety. The City Council created this project to address public concerns raised during entitlement process for the Temple Hills Drive Sidewalk Extension project.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design		\$ 25,000		\$ 25,000
Construction	\$ 40,000	\$ 35,000		\$ 75,000
Const. Support				\$ -
Total	\$ 40,000	\$ 60,000	\$ -	\$ 100,000



## Animal Shelter Creek Erosion Protection

Project #: 5

**Description:**

The project implements a long term solution to prevent further erosion, improve creek habitat, and increase flood conveyance within the creek in front of the Animal Shelter and Pacific Marine Mammal Center. The project will include a new pedestrian bridge, improved fencing and railing, landscaping, plantable channel lining, and removal of excess sediment and non-native and invasive species.

**Justification:**

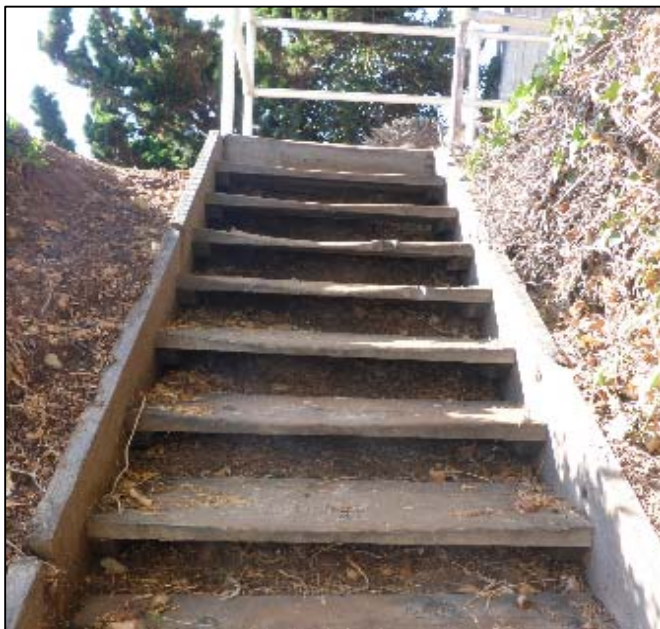
Periodic flooding continues to erode the creek bank and threatens the continued operation of the Animal Shelter. The project will protect the creek banks and prevent further erosion. It will also improve flood conveyance reducing the potential for future flooding.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design	\$ 350,000			\$ 350,000
Construction	\$ 750,000	\$ 310,000		\$ 1,060,000
Const. Support		\$ 160,000		\$ 160,000
Total	\$ 1,100,000	\$ 470,000	\$ -	\$ 1,570,000



Cliff Drive to High Drive Stairway Replacement

Project #: 6



**Description:**

The project replaces the deteriorating stairs at the western end of High Drive at Cliff Drive, between the north end of Heisler Park and Divers Cove. Pedestrian accessibility will be enhanced with a wider concrete stairway from North Coast Highway to the coastline, matching the cobblestone finish of Heisler Park. Site drainage will be improved, and mitigation measures to protect potential cultural resources are included.

**Justification:**

The stairway consists of concrete and wooden steps. The steps and handrail are deteriorating and are in need of replacement. Poor drainage has caused erosion to the adjacent slope.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design	\$ 65,000			\$ 65,000
Construction	\$ 165,000	\$ 180,000		\$ 345,000
Const. Support		\$ 60,000		\$ 60,000
Total	\$ 230,000	\$ 240,000	\$ -	\$ 470,000



## Alisos Avenue Storm Drain Design

Project #: 7

**Description:**

The project includes installation of a new underground storm drain and catch basins along La Mirada Street, Cortez Street, and Katella Street.

**Justification:**

The project is needed to prevent localized flooding and remove surface flows by transporting storm water underground.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design	\$ 110,000			\$ 110,000
Construction	\$ 640,000	\$ 175,000		\$ 815,000
Const. Support	\$ 100,000	\$ 50,000		\$ 150,000
LBCWD Contribution		\$ 125,000		\$ 125,000
Total	\$ 850,000	\$ 350,000	\$ -	\$ 1,200,000



**Police Department Locker Room Improvements      Project #:      8**



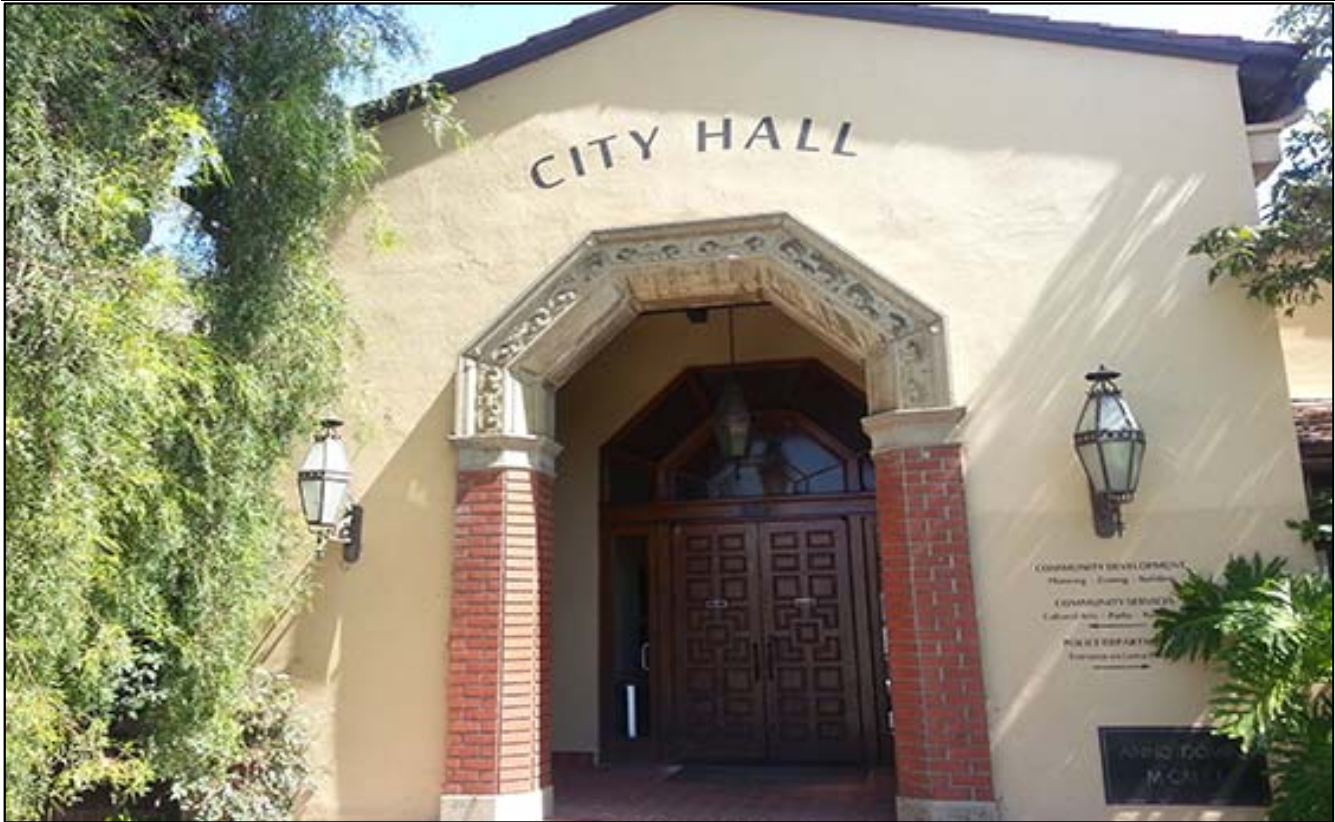
**Description:**

Replace both sets of lockers in the men's and women's areas along with upgrading some of the benches and carpeting.

**Justification:**

The existing lockers are over 25 years old and in need of upgrades to address additional staff and equipment.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design				\$ -
Construction	\$ 50,000	\$ 150,000		\$ 200,000
Const. Support				\$ -
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 200,000</b>



**Description:**

Remodel the Community Development counter to improve customer service and provide additional space. Also includes security improvements at the Marine Safety Headquarters front lobby.

**Justification:**

Improvements are required to improve customer service and safety for front counter staff.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design				\$ -
Construction		\$ 150,000		\$ 150,000
Const. Support				\$ -
<b>Total</b>	\$ -	\$ 150,000	\$ -	\$ 150,000



## Santa Cruz Street Storm Drain Extension

Project #: 10

**Description:**

Extend the existing storm drain on Santa Cruz Street from Calliope Street down the slope to the creek below Bluebird Park.

**Justification:**

A portion of the slope between Calliope Street and the creek below Bluebird Park failed during a rain storm. The adjacent storm drain within the Santa Cruz Street right of way needs to be extended to bypass the slope failure area.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design		\$ 80,000		\$ 80,000
Construction		\$ 220,000		\$ 220,000
Const. Support				\$ -
Total	\$ -	\$ 300,000	\$ -	\$ 300,000



## Main Beach Park Renovation

Project #: 11

**Description:**

The project includes various landscape and hardscape improvements including ADA improvements, realignment of pathways, replacement of decorative concrete, furniture replacements, and landscape improvements.

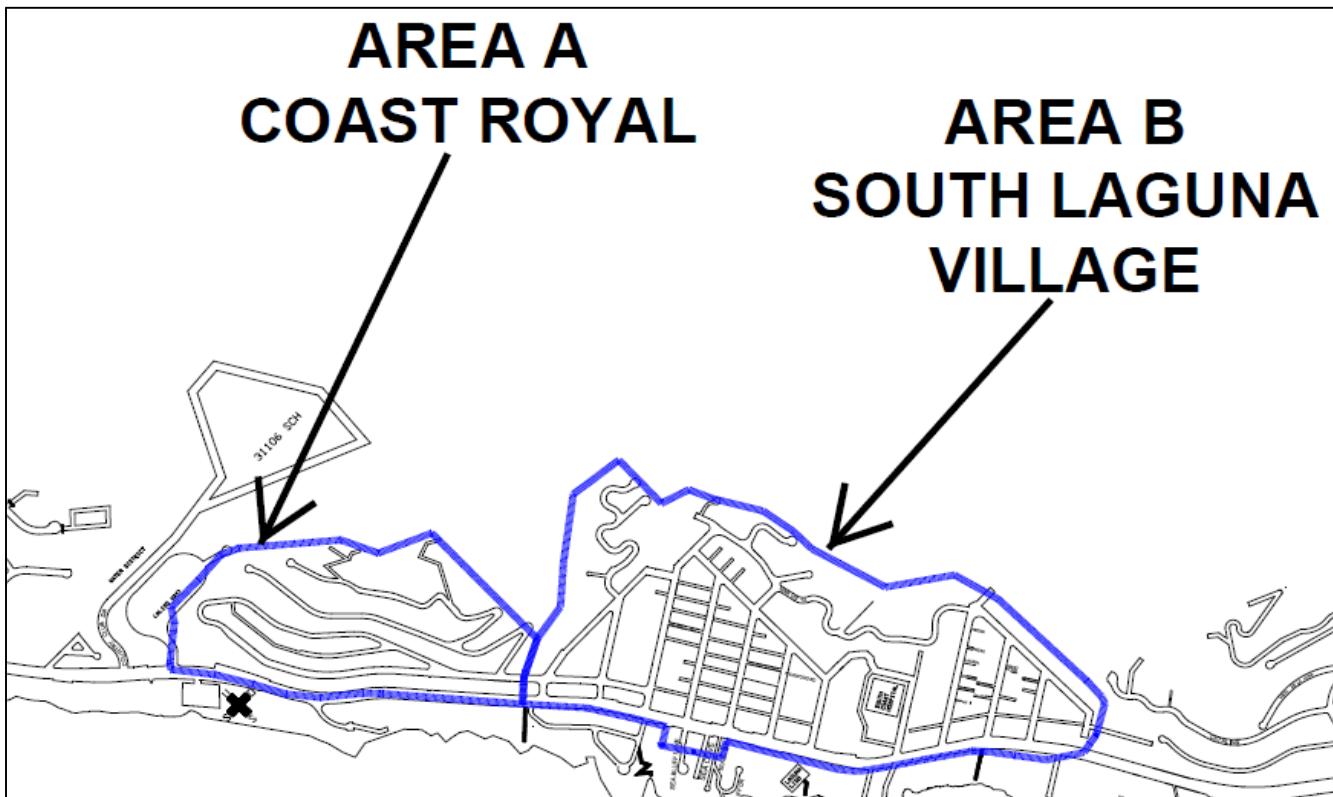
**Justification:**

Portions of Main Beach Park have been improved over the last several years. The proposed project will tie all elements together to provide a cohesive design.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design		\$ 100,000		\$ 100,000
Construction			\$ 500,000	\$ 500,000
Const. Support				\$ -
<b>Total</b>	\$ -	\$ 100,000	\$ 500,000	\$ 600,000

## Zone 1 Street Slurry Seal/Rehabilitation

Project #: 18

**Description:**

Repair damaged pavement and slurry seal all public streets between Aliso Creek and the southerly City limits, including the Coast Royal and South Laguna Village areas. A portion of this project is funded by the State's Road Maintenance and Rehabilitation Account (RMRA).

**Justification:**

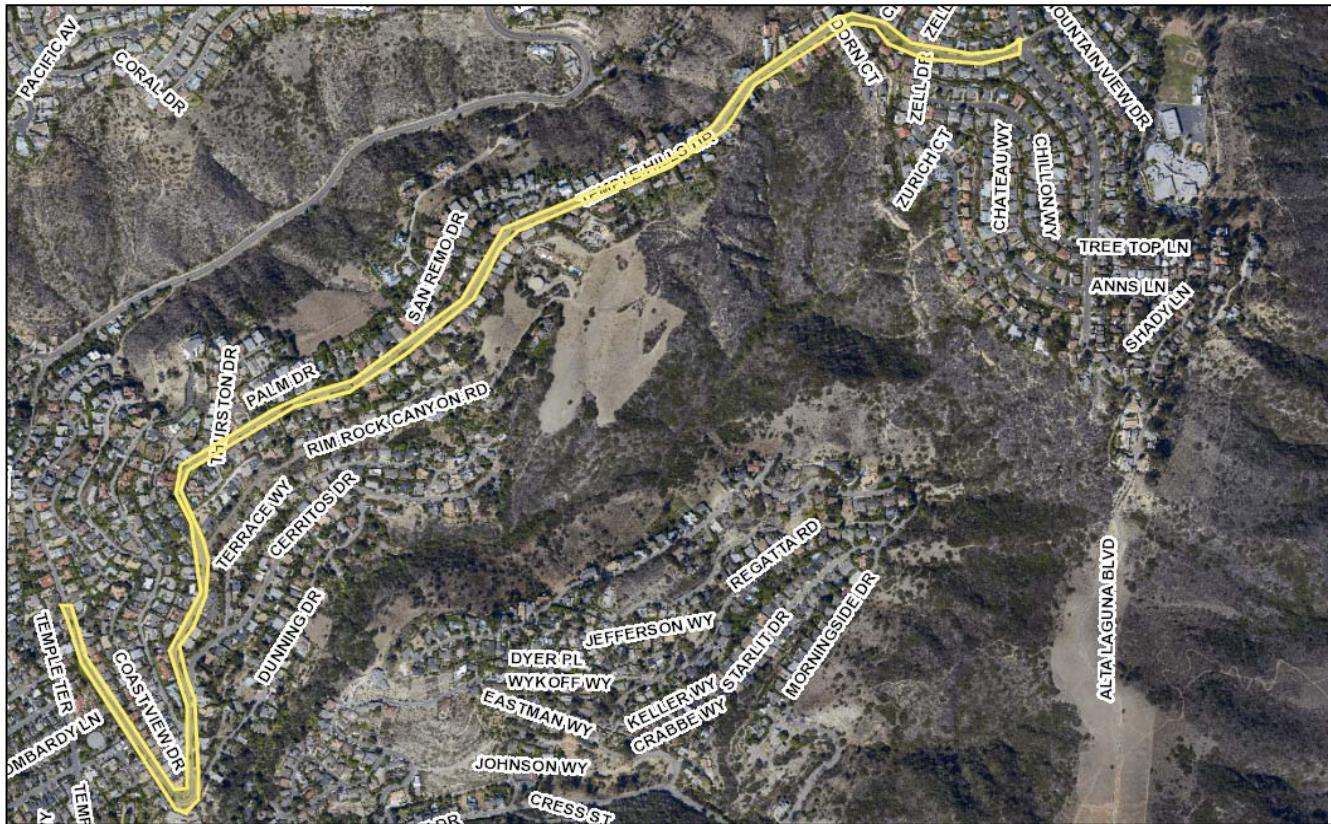
The City has been divided into zones for future street maintenance. To protect City roadways, all streets within each zone are maintained on a 10-year cycle.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design				\$ -
Construction	\$ 1,025,000	\$ 380,000		\$ 1,405,000
Const. Support		\$ 120,000		\$ 120,000
Total	\$ 1,025,000	\$ 500,000	\$ -	\$ 1,525,000



## Temple Hills Drive Resurfacing

Project #: 19

**Description:**

The project includes the repair of damaged roadway, drainage swales and shoulders, and the slurry seal of Temple Hills Drive from Thalia Street to Alta Laguna Boulevard.

**Justification:**

Resurfacing on Temple Hills Drive has been programmed to immediately follow construction of the Temple Hills Drive Sidewalk Extension project.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design				\$ -
Construction	\$ 1,025,000	\$ 380,000		\$ 1,405,000
Const. Support		\$ 120,000		\$ 120,000
Total	\$ 1,025,000	\$ 500,000	\$ -	\$ 1,525,000



Portions of Zone 1, 10 & 11 Street Slurry Seal/Rehabilitation

Project #: 20



**Description:**

This project is to repair damaged pavement and slurry seal streets. Project locations include all public streets within Hobo Canyon, Woods Cove, and Diamond-Crestview neighborhoods. A portion of this project is funded by the State's Road Maintenance and Rehabilitation Account (RMRA).

**Justification:**

The City has been divided into zones for future street maintenance. To protect City roadways, all streets within each zone are maintained on a 10-year cycle.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design				\$ -
Construction		\$ 200,000	\$ 520,000	\$ 720,000
Const. Support			\$ 80,000	\$ 80,000
Total	\$ -	\$ 200,000	\$ 600,000	\$ 800,000



## Zone 3 Street Concrete Rehabilitation

Project #: 21

**Description:**

The project includes repair of concrete curbs, gutters, and sidewalks on public rights of way in the area between Park Avenue, Wendt Terrace, and Thalia Street. This project is programmed to precede upcoming street slurry seal and pavement rehabilitation projects. A portion of this project is funded by the State's Road Maintenance and Rehabilitation Account (RMRA).

**Justification:**

Repair or replacement of adjacent concrete improvements should be completed prior to street resurfacing.



Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design				\$ -
Construction		\$ 100,000		\$ 100,000
Const. Support				\$ -
<b>Total</b>	\$ -	\$ 100,000	\$ -	\$ 100,000



## FISCAL YEAR 2019/2020

Project #:	Project Descriptions	
12	<b>Capital Equipment, Furniture, and Fixture Replacements</b>	<b>\$300,000</b>
	This project provides funding for the rehabilitation of existing City Facilities in the areas of electrical, plumbing and irrigation, mechanical HVAC, and interior finishes. Ongoing rehabilitation of capital assets is required to extend useful life.	
13	<b>Future City Facilities Funding</b>	<b>\$900,000</b>
	The project provides funding for future City Facilities projects that have not been determined at this time. As an example, the funding could be used for a new or replacement fire station, renovations to Main Beach Restrooms, renovations to City Hall, or a community pool. Funding has been programmed throughout the 10-Year Program to supplement previous allocations for a total of \$12,150,000. Funding must be set aside to be available for unplanned or unforeseen capital expenditures or future capital projects.	
14	<b>Fuel Modification and Fire Protection</b>	<b>\$1,000,000</b>
	Expand the fuel modification program in the Arch Beach Heights and Top of the World areas. Five of 12 proposed zones have been completed with seven zones remaining. The estimated cost is approximately \$1 million per zone. The Fire Chief recommends completing two zones and re-evaluating the remaining zones through a cost benefit analysis. The funding can also be used for other fire protection strategies.	
15	<b>Citywide Playgrounds and Parks Renovation</b>	<b>\$100,000</b>
	A study will be conducted to evaluate conditions of all City playgrounds and parks. The results will be used to prioritize renovations, replacements and improvements. The study will organize a comprehensive approach to provide needed renovations, replacements and improvements to City parks.	
16	<b>Citywide Storm Damaged Slope Stabilization</b>	<b>\$200,000</b>
	The projects addresses damage to various slopes caused by rain storms in February 2019. Potentially unstable slopes need to be protected to avoid slides into the public right of way.	
17	<b>Downtown Action Plan Recommended Improvements</b>	<b>\$200,000</b>
	Funding is to be reserved to implement any improvements identified by Downtown Action Plan recommendations.	

**CAPITAL IMPROVEMENT PROJECT SUMMARY**

See the Following Pages for Description of Each Project

**Capital Improvement Fund**

<b>Description (Phase)</b>	
1 Caltrans Project 2 Additional Upgrades (Design/Construction)	\$ 300,000
2 Anita Street Beach Access Improvements (Construction, Supplemental)	\$ 1,450,000
3 Jasmine Street Storm Drain Improvements (Construction, Supplemental)	\$ 500,000
4 870 Baja Street Retaining Wall Replacement (Construction, Supplemental)	\$ 150,000
5 Ramona Alley Decorative Paving Replacement (Construction, Supplemental)	\$ 180,000
6 Bolsa Way to St. Ann's Drive Storm Drain Extension (Construction)	\$ 930,000
7 862 Summit Drive Slope Repair (Construction)	\$ 640,000
8 Jahraus Park Renovation (Design)	\$ 80,000
9 Main Beach Park Renovation (Construction)	\$ 500,000
10 Cleo Street Beach Access Improvements (Design)	\$ 200,000
11 Loma Terrace Street and Drainage Improvements (Design)	\$ 100,000
12 Cajon Street Storm Drain Improvements (Design)	\$ 100,000
13 Cerritos Drive to Dunning Drive Access and Drainage Improvements (Design)	\$ 100,000
14 Act V Parking Lot Improvements (Design)	\$ 80,000
15 Capital Equipment, Furniture and Fixture Replacement	\$ 300,000
16 Sidewalk Master Plan	\$ 150,000
17 Future City Facilities Funding	\$ 500,000
18 Future Infrastructure Projects	\$ 200,000
19 Citywide Playgrounds and Parks Renovation (Design)	\$ 100,000
20 Downtown Action Plan Recommended Improvements	\$ 200,000
<b>Total Cost of 2020/21 Capital Improvement Fund Projects</b>	<b>\$ 6,760,000</b>

**Street Lighting Fund**

21 Coast Highway Ornamental Street Lights (Design/Construction)	\$ 1,000,000
<b>Total Cost of 2020/21 Street Lighting Fund Projects</b>	<b>\$ 1,000,000</b>

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

22 Portions of Zone 1, 10 & 11 Street Slurry Seal/Rehabilitation (Construction, Supplemental)	\$ 600,000
23 Zone 2 Street Slurry Seal/Rehabilitation (Design/Construction)	\$ 1,050,000
24 Zone 4 Downtown Street Resurfacing (Design)	\$ 150,000
25 Zone 4 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000
<b>Total Cost of 2020/21 Gas Tax and RMRA Fund Projects</b>	<b>\$ 1,900,000</b>

<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2020/21</b>	<b>\$ 9,660,000</b>
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## Caltrans Project 2 Additional Upgrades

Project #: 1

**Description:**

Caltrans will be constructing sidewalk improvements along Coast Highway from approximately Moss Street to 7th Avenue. This project provides funding for additional such as ornamental lighting or enhanced landscaping upgrades to that project that may be requested by the City. The upgrades may be constructed during or after the Caltrans work.

**Justification:**

The City may want to provide aesthetic upgrades to the large sidewalk improvement project Caltrans is doing on Coast Highway.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design				\$ -
Construction			\$ 300,000	\$ 300,000
Const. Support				\$ -
<b>Total</b>	\$ -	\$ -	\$ 300,000	\$ 300,000



## Anita Street Beach Access Improvements

Project #: 2

**Description:**

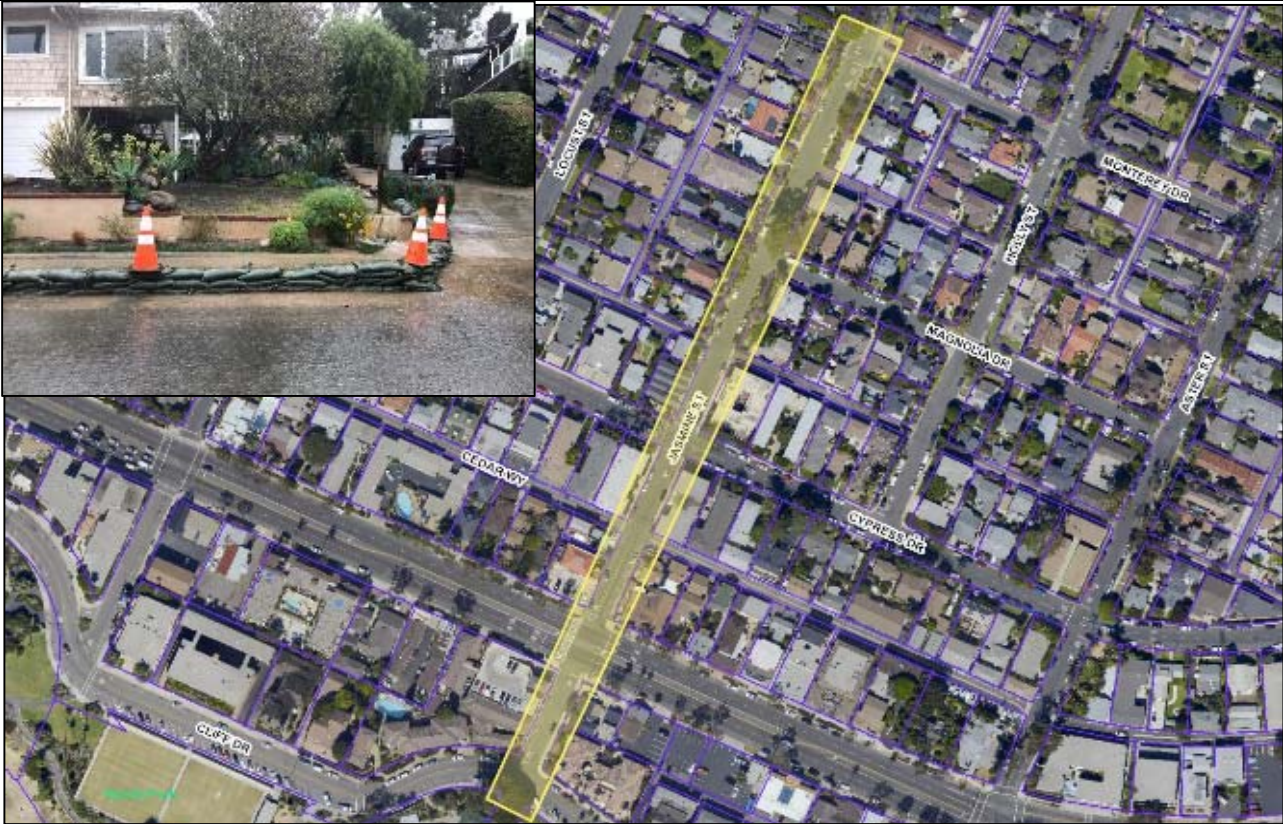
The Anita Street beach access stairs have deteriorated and are no longer able to be repaired. Replacement of the stairs and handrails is necessary to continue to provide public access to the beach. The new beach access will provide code compliant stairs, railings, and viewing platforms.

**Justification:**

Maintain safe public access to the beach at Anita Street.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design	\$ 175,000			\$ 175,000
Construction	\$ 525,000		\$ 1,250,000	\$ 1,775,000
Const. Support			\$ 200,000	\$ 200,000
Total	\$ 700,000	\$ -	\$ 1,450,000	\$ 2,150,000



**Jasmine Street Storm Drain Improvements****Project #: 3****Description:**

Construct a storm drain that extends from High Drive southerly along Locust Street, easterly on Monterey Drive, and southerly on Jasmine Street. This project is part of the City's Master Plan of Drainage and design funding has already been approved.

**Justification:**

Reduce localized flooding and heavy street flows. Construct storm drainage improvements as identified in the Master Plan of Drainage.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
<b>Right-of-Way</b>				\$ -
<b>Design</b>	\$ 200,000			\$ 200,000
<b>Construction</b>	\$ 1,150,000		\$ 450,000	\$ 1,600,000
<b>Const. Support</b>	\$ 150,000		\$ 50,000	\$ 200,000
<b>Total</b>	\$ 1,500,000	\$ -	\$ 500,000	\$ 2,000,000



**870 Baja Street Retaining Wall Replacement****Project #: 4****Description:**

Replace the degrading concrete block retaining wall at the southerly end of Baja Street, adjacent to 870 Baja Street. The new wall will closely match the existing wall, which is approximately 100' long and up to six feet high. To avoid disturbing the existing adjacent slope, the new wall may be constructed with soil nails that protrude underground on to private property.

**Justification:**

The original City-maintained retaining wall was built about 50 years ago. The existing wall is exhibiting signs of structural degradation and is in need of replacement.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way			\$ 10,000	\$ 10,000
Design	\$ 60,000			\$ 60,000
Construction	\$ 140,000		\$ 100,000	\$ 240,000
Const. Support			\$ 40,000	\$ 40,000
<b>Total</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 350,000</b>



**Ramona Alley Decorative Paving Replacement**

**Project #: 5**



**Description:**

This project includes replacement of the hexagon shaped asphalt pavers in the alley next to the Glenneyre Parking Structure. The new paver type will be similar in shape and color.

**Justification:**

The existing pavers are deteriorating and need to be replaced. New pavers will improve pedestrian and vehicular mobility, while enhancing aesthetics.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
<b>Right-of-Way</b>				\$ -
Design	\$ 50,000			\$ 50,000
Construction	\$ 50,000		\$ 150,000	\$ 200,000
Const. Support			\$ 30,000	\$ 30,000
<b>Total</b>	\$ 100,000	\$ -	\$ 180,000	\$ 280,000



**Bolsa Way to St. Ann's Drive Storm Drain Ext.**

**Project #: 6**



**Description:**

The storm drain between Wendt Terrace and Bolsa Way was upgraded in 2016. In 2016, the City entered into an agreement with the adjacent property owner at 720 Griffith Place to extend the storm drain system from Bolsa Way through private property to connect with an existing storm drain on St. Ann's Drive.

**Justification:**

The new storm drain will improve drainage, reduce the risk of future flooding in the area, and close a gap to create a complete underground drainage system from Wendt Terrace to the coast.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design	\$ 150,000			\$ 150,000
Construction			\$ 855,000	\$ 855,000
Const. Support			\$ 75,000	\$ 75,000
Total	\$ 150,000	\$ -	\$ 930,000	\$ 1,080,000



862 Summit Drive Slope Repair

Project #: 7



**Description:**

A portion of slope between Summit Way and 862 Summit Drive failed during a storm in 2017. This project stabilizes the slope that supports the roadway on Summit Way. Possible stabilization methods include concrete caissons or soil nails.

**Justification:**

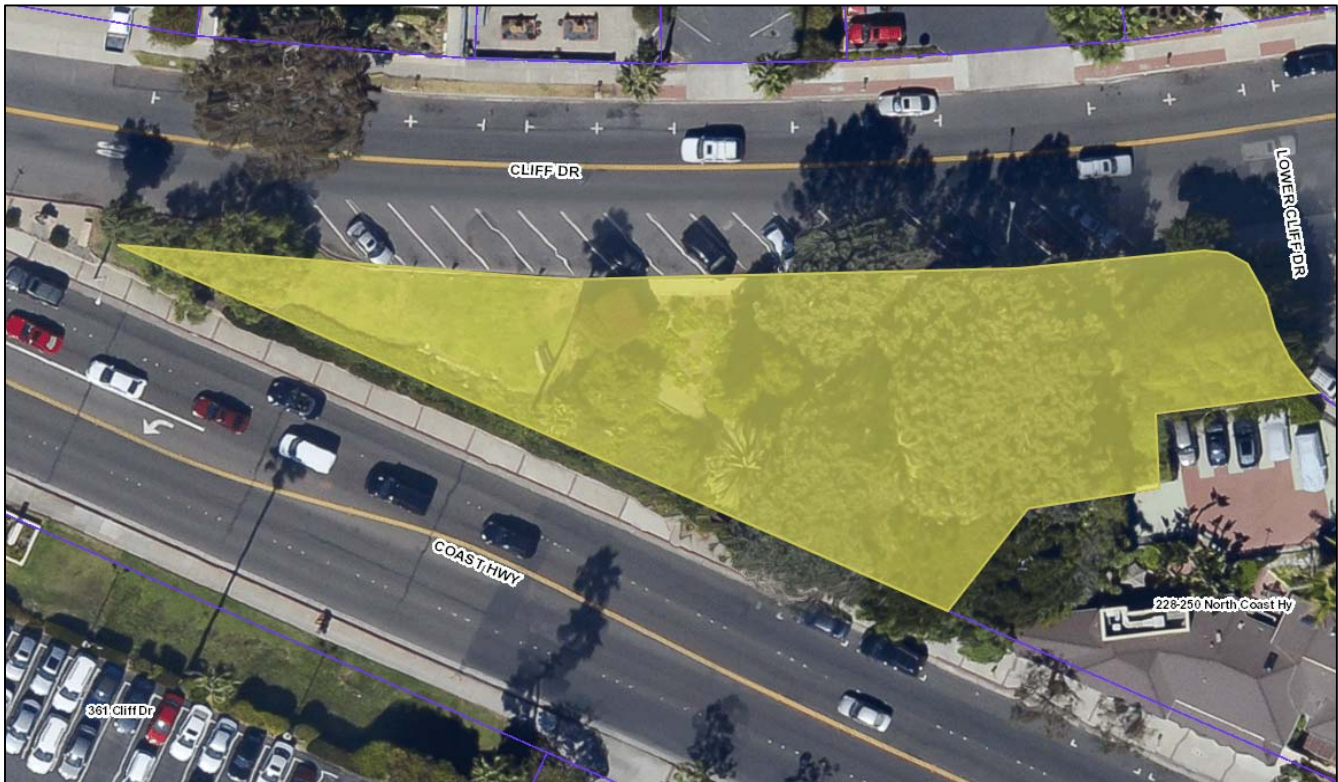
The project addresses a slope adjacent to the roadway on Summit Way that failed during a storm in January 2017. The slope needs to be stable to support the roadway. This project ensures long-term stability of the slope.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way			\$ 10,000	\$ 10,000
Design	\$ 150,000			\$ 150,000
Construction			\$ 530,000	\$ 530,000
Const. Support			\$ 100,000	\$ 100,000
Total	\$ 150,000	\$ -	\$ 640,000	\$ 790,000



Jahraus Park Renovation

Project #: 8



**Description:**

The project includes various landscape and hardscape renovations and improvements throughout the park. Funding for design is programmed for FY 2020-2021, with construction funding programmed for FY 2021-2022.

**Justification:**

Renovations are periodically required to provide necessary upkeep of City park facilities. Hardscape improvements are required in order to improve ADA accessibility throughout the park.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design			\$ 80,000	\$ 80,000
Construction				\$ -
Const. Support				\$ -
<b>Total</b>	\$ -	\$ -	\$ 80,000	\$ 80,000



## Main Beach Park Renovation

Project #: 9

**Description:**

The project includes various landscape and hardscape improvements including ADA improvements, realignment of pathways, replacement of decorative concrete, furniture replacements, and landscape improvements.

**Justification:**

Portions of Main Beach Park have been improved over the last several years. The proposed project will tie all elements together to provide a cohesive design.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design	\$ -	\$ 100,000		\$ 100,000
Construction			\$ 450,000	\$ 450,000
Const. Support			\$ 50,000	\$ 50,000
Total	\$ -	\$ 100,000	\$ 500,000	\$ 600,000



## Cleo Street Beach Access Improvements

Project #: 10

**Description:**

The Cleo Street beach access stairs are deteriorated beyond repair. Replacement of the stairs and handrails is necessary to continue to provide public access to the beach. The new beach access will provide code compliant stairs, railings, and viewing platforms. Design funding is programmed for FY 2020-2021, with construction funding programmed for FY 2021-2022.

**Justification:**

The improvements are needed to maintain a safe public beach access at Cleo Street.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design			\$ 200,000	\$ 200,000
Construction				\$ -
Const. Support				\$ -
<b>Total</b>	\$ -	\$ -	\$ 200,000	\$ 200,000



**Loma Terrace Street and Drainage Improvements Project #: 11**



**Description:**

Access for Police Department vehicle parking behind City Hall will be improved. Drainage improvements will remove standing water and improve storm water flow along Loma Terrace. Design funding is programmed for FY 2020-2021, with construction funding programmed for FY 2021-2022.

**Justification:**

A better access to Police Department parking will improve emergency response. Corrects drainage issues.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design			\$ 100,000	\$ 100,000
Construction				\$ -
Const. Support				\$ -
<b>Total</b>	\$ -	\$ -	\$ 100,000	\$ 100,000



## Cajon Street Storm Drain Improvements

Project #: 12

**Description:**

Construct a storm drain along Cajon Street and Cliff Drive from Hillcrest Drive to the coast. The new system will connect existing culverts that go under Hillcrest Drive, North Coast Highway and Cliff Drive, and will pick up flows from the alley between Cajon Street and Chiquita Street.

**Justification:**

The improvements will close gaps in the storm drain system and reduce the likelihood of localized flooding along Cajon Street and the alley.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design			\$ 100,000	\$ 100,000
Construction				\$ -
Const. Support				\$ -
<b>Total</b>	\$ -	\$ -	\$ 100,000	\$ 100,000

Cerritos Dr. to Dunning Dr. Access & Drainage Improvements

Project #: 13



**Description:**

Construct a combined overflow drain and stairway from Cerritos Drive to Dunning Drive. Funding for design is programmed for FY 2020-2021, with construction funding programmed for FY 2021-2022.

**Justification:**

Adding a secondary overflow will reduce both erosion on the slope and debris on the street. Adding a stairway would improve pedestrian mobility. Combining the projects will reduce costs.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design			\$ 100,000	\$ 100,000
Construction				\$ -
Const. Support				\$ -
<b>Total</b>	\$ -	\$ -	\$ 100,000	\$ 100,000



## Act V Parking Lot Improvements

Project #: 14

**Description:**

Replace gravel parking areas with asphalt pavement. Rehabilitate existing asphalt areas. Implement water quality features as required. Funding for design is programmed for FY 2020-2021, with construction funding programmed for FY 2021-2022.

**Justification:**

The Act V parking lot is heavily used and requires improvements to extend the life and improve user experience.



Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design			\$ 80,000	\$ 80,000
Construction				\$ -
Const. Support				\$ -
<b>Total</b>	\$ -	\$ -	\$ 80,000	\$ 80,000



Portions of Zone 1, 10 & 11 Street Slurry Seal/Rehabilitation

Project #: 22



**Description:**

This project includes repair of damaged pavement and slurry seal of streets in various areas. Project locations include all public streets within Hobo Canyon, Woods Cove, and Diamond/Crestview neighborhoods. A portion of this project is funded by the State's Road Maintenance and Rehabilitation Account (RMRA).

**Justification:**

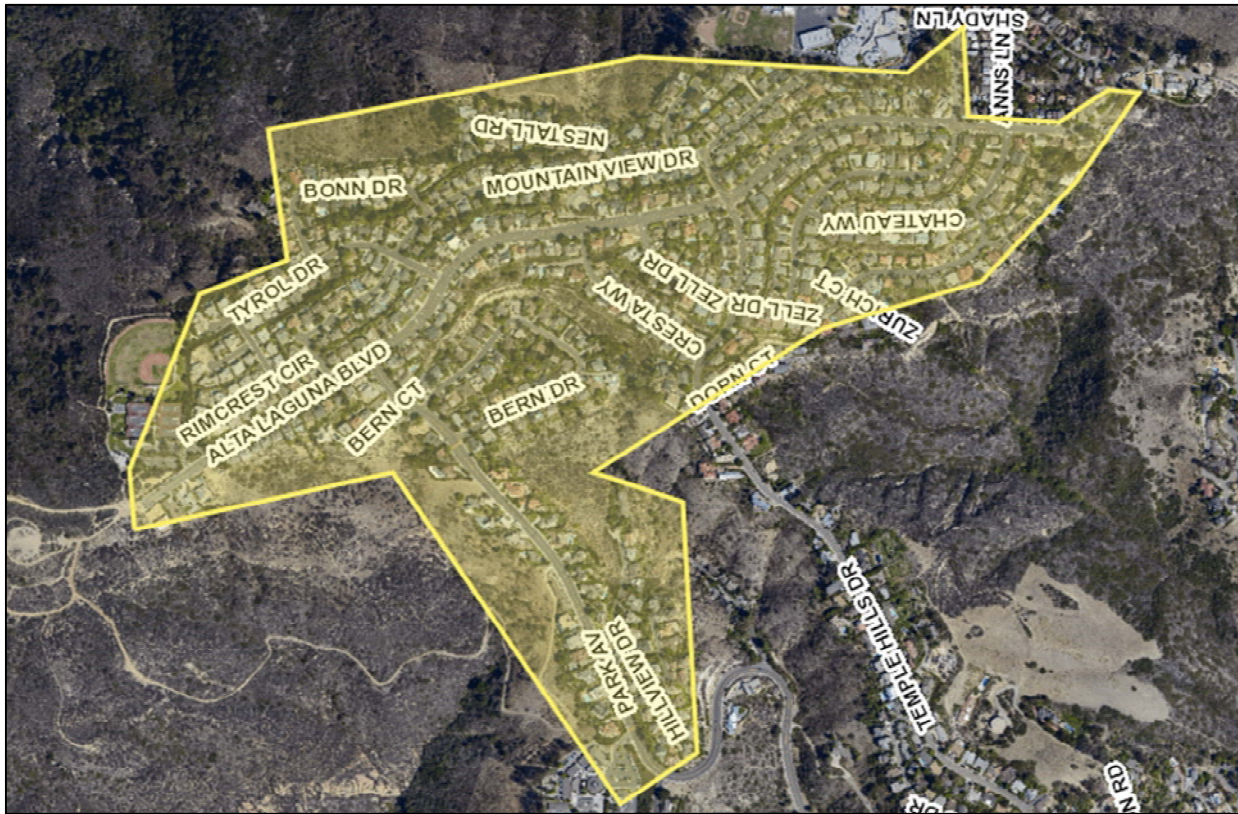
The City has been divided into zones for future street rehabilitation projects. All streets within each zone will be maintained on a 10-year cycle.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design				\$ -
Construction		\$ 200,000	\$ 520,000	\$ 720,000
Const. Support			\$ 80,000	\$ 80,000
<b>Total</b>	\$ -	\$ 200,000	\$ 600,000	\$ 800,000



## Zone 2 Street Slurry Seal/Rehabilitation

Project #: 23

**Description:**

This project includes repair of damaged pavement and slurry seal of all public streets within the Top of the World area and Park Avenue down to Tahiti Avenue. A portion of this project is funded by the State's Road Maintenance and Rehabilitation Account (RMRA).

**Justification:**

The City has been divided into zones for future street rehabilitation projects. All streets within each zone will be maintained on a 10-year cycle.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design				\$ -
Construction			\$ 1,050,000	\$ 1,050,000
Const. Support				\$ -
<b>Total</b>	\$ -	\$ -	\$ 1,050,000	\$ 1,050,000



## Zone 4 Downtown Street Resurfacing

Project #: 24

**Description:**

This project includes repair of damaged pavement and resurfacing of all public streets and alleys within the downtown area. The design will identify the least disruptive and the most effective rehabilitation technique. Funding for design is programmed for FY 2020-2021, with construction funding programmed for FY 2021-2022. A portion of this project is funded by the State's Road Maintenance and Rehabilitation Account (RMRA).

**Justification:**

Due to the significant parking and pedestrian use of downtown streets, routine pavement maintenance is necessary to retain the overall pavement integrity.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design			\$ 150,000	\$ 150,000
Construction				\$ -
Const. Support				\$ -
<b>Total</b>	\$ -	\$ -	\$ 150,000	\$ 150,000



## Zone 4 Street Concrete Rehabilitation

Project #: 25

**Description:**

This project includes repair of concrete curbs, gutters, and sidewalks on public rights of way in the downtown area. Concrete repairs are programmed to precede upcoming street slurry seal and pavement rehabilitation projects. A portion of this project is funded by the State's Road Maintenance and Rehabilitation Account (RMRA).

**Justification:**

Repair or replacement of adjacent concrete improvements should be completed prior to street resurfacing.

Project Phases	Existing Allocations	FY 2019/2020	FY 2020/2021	Total
Right-of-Way				\$ -
Design				\$ -
Construction			\$ 100,000	\$ 100,000
Const. Support				\$ -
<b>Total</b>	\$ -	\$ -	\$ 100,000	\$ 100,000

# Fiscal Year 2020/2021

Project #:	Project Descriptions	
15	<b>Capital Equipment, Furniture and Fixture Replacements</b>	<b>\$300,000</b>
	This project provides funding for replacement and rehabilitation of existing City Facilities in the areas of electrical, plumbing and irrigation, mechanical HVAC, and interior finishes. Ongoing rehabilitation of capital assets is required to extend useful life.	
16	<b>Sidewalk Master Plan</b>	<b>\$150,000</b>
	The project includes an evaluation of sidewalk locations and conditions Citywide. A study will be prepared to determine scopes and budgets, and to assess public support, for sidewalk improvements throughout the City. A Master Plan is the most effective tool for addressing pedestrian needs and prioritizing future pedestrian mobility improvements.	
17	<b>Future City Facilities Funding</b>	<b>\$500,000</b>
	The project provides funding for future City Facilities projects that have not been determined at this time. As an example, the funding could be used for a new or replacement fire station, renovations to City Hall, or a community pool. Funding has been programmed throughout the 10 Year Program to supplement previous allocations for a total of \$12,150,000. Funding must be set aside to be available for unplanned or unforeseen capital expenditures or future facility related capital projects.	
18	<b>Future Infrastructure Projects</b>	<b>\$200,000</b>
	Funding is needed for future infrastructure and streets related capital projects, and is programmed through the ten years of the plan for a total sum of \$3,525,000. Ensures funding will be available for unplanned or unforeseen capital expenditures or future infrastructure related capital projects.	
19	<b>Citywide Playgrounds and Parks Renovation</b>	<b>\$100,000</b>
	Begin design for playground and park renovations based upon priorities determined by the study conducted in FY 2019-2020.	
20	<b>Downtown Action Plan Recommended Improvements</b>	<b>\$200,000</b>
	Funding reserved to implement any improvements identified by Downtown Action Plan recommendations.	
21	<b>Coast Highway Ornamental Street Lights</b>	<b>\$1,000,000</b>
	Improve streetscape aesthetics on Coast Highway by replacing standard street lights with ornamental poles and fixtures.	

**FUNDING SUMMARY**  
**TEN YEAR CAPITAL IMPROVEMENT PLAN**  
Fiscal Year 2019/20 through Fiscal Year 2028/29

	<b>Year</b>	<b>Capital Improvement Fund</b>	<b>Gas Tax Fund</b>	<b>Parking Authority Fund</b>	<b>Street Lighting Fund</b>	<b>Total</b>
1.	2019/20	\$ 7,040,000	\$ 1,550,000			\$ 8,590,000
2.	2020/21	\$ 6,760,000	\$ 1,900,000		\$ 1,000,000	\$ 9,660,000
3.	2021/22	\$ 6,910,000	\$ 1,400,000	\$ 200,000	\$ 1,000,000	\$ 9,510,000
4.	2022/23	\$ 7,000,000	\$ 1,600,000			\$ 8,600,000
5.	2023/24	\$ 7,250,000	\$ 1,500,000			\$ 8,750,000
6.	2024/25	\$ 7,450,000	\$ 1,300,000			\$ 8,750,000
7.	2025/26	\$ 7,300,000	\$ 1,700,000			\$ 9,000,000
8.	2026/27	\$ 6,950,000	\$ 1,650,000			\$ 8,600,000
9.	2027/28	\$ 7,300,000	\$ 1,100,000			\$ 8,400,000
10.	2028/29	<u>\$ 7,400,000</u>	<u>\$ 1,600,000</u>	<u>                    </u>	<u>                    </u>	<u>\$ 9,000,000</u>
	<b>TOTAL</b>	<u><u>\$ 71,360,000</u></u>	<u><u>\$ 15,300,000</u></u>	<u><u>\$ 200,000</u></u>	<u><u>\$ 2,000,000</u></u>	<u><u>\$ 88,860,000</u></u>

**City of Laguna Beach**  
**Capital Improvement Program Revenue and Budget Projections**

Program Year Fiscal Year	1 19/20	2 20/21	3 21/22	4 22/23	5 23/24	6 24/25	7 25/26	8 26/27	9 27/28	10 28/29
<b>116 CAPITAL IMPROVEMENT FUND</b>										
<b>Starting Fund Balance</b>	\$ 252,321	\$ 134,721	\$ 222,121	\$ 664,521	\$ 801,921	\$ 799,321	\$ 716,721	\$ 544,121	\$ 691,521	\$ 758,921
<b>Revenues:</b>										
3138 Real Property Transfer Tax	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000
3144 Building Construction Tax	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
3410 Vehicle Code Fines	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000
3415 Municipal Code Fines Other	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
3420 Municipal Code Fines Parking	\$ 668,000	\$ 668,000	\$ 668,000	\$ 668,000	\$ 668,000	\$ 668,000	\$ 668,000	\$ 668,000	\$ 668,000	\$ 668,000
3422 Municipal Code Fines DMV	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
3442 Administrative Citations Police	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
3113 Hotel Taxes from Montage	\$ 5,170,000	\$ 5,455,000	\$ 5,455,000	\$ 5,455,000	\$ 5,455,000	\$ 5,455,000	\$ 5,455,000	\$ 5,455,000	\$ 5,455,000	\$ 5,455,000
3959 Auto Immobilization Fee	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
<b>Total Revenues</b>	\$ 7,109,000	\$ 7,394,000	\$ 7,394,000	\$ 7,394,000	\$ 7,394,000	\$ 7,394,000	\$ 7,394,000	\$ 7,394,000	\$ 7,394,000	\$ 7,394,000
<b>Transfer To Gas Tax Fund</b>	\$ (160,000)	\$ (520,000)	\$ (15,000)	\$ (230,000)	\$ (120,000)		\$ (240,000)	\$ (270,000)		
<b>Total Funds Available</b>	\$ 7,201,321	\$ 7,008,721	\$ 7,601,121	\$ 7,828,521	\$ 8,075,921	\$ 8,193,321	\$ 7,870,721	\$ 7,668,121	\$ 8,085,521	\$ 8,152,921
<b>Operating Expenses</b>	\$ (26,600)	\$ (26,600)	\$ (26,600)	\$ (26,600)	\$ (26,600)	\$ (26,600)	\$ (26,600)	\$ (26,600)	\$ (26,600)	\$ (26,600)
<b>CIP Budget</b>	\$ (7,040,000)	\$ (6,760,000)	\$ (6,910,000)	\$ (7,000,000)	\$ (7,250,000)	\$ (7,450,000)	\$ (7,300,000)	\$ (6,950,000)	\$ (7,300,000)	\$ (7,400,000)
<b>Ending Fund Balance</b>	\$ 134,721	\$ 222,121	\$ 664,521	\$ 801,921	\$ 799,321	\$ 716,721	\$ 544,121	\$ 691,521	\$ 758,921	\$ 726,321

Program Year Fiscal Year	1 19/20	2 20/21	3 21/22	4 22/23	5 23/24	6 24/25	7 25/26	8 26/27	9 27/28	10 28/29
<b>132 GAS TAX FUND</b>										
<b>Starting Fund Balance</b>	\$ 4,000	\$ 9,000	\$ 7,000	\$ -	\$ 8,000	\$ 6,000	\$ 84,000	\$ 2,000	\$ -	\$ 278,000
<b>Revenues:</b>										
3102 Sales Tax Measure M2	\$ 492,000	\$ 502,000	\$ 502,000	\$ 502,000	\$ 502,000	\$ 502,000	\$ 502,000	\$ 502,000	\$ 502,000	\$ 502,000
3500 Investment Earnings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3623 Gasoline Tax Section 2103 HUTA	\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000
3624 Gasoline Tax Section 2105	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000
3625 Gasoline Tax Section 2106	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000
3626 Gasoline Tax Section 2107	\$ 172,000	\$ 172,000	\$ 172,000	\$ 172,000	\$ 172,000	\$ 172,000	\$ 172,000	\$ 172,000	\$ 172,000	\$ 172,000
3627 Gasoline Tax Section 2107.5	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
3820 Road Maint & Rehab Account Sec. 2030	\$ 396,000	\$ 396,000	\$ 396,000	\$ 396,000	\$ 396,000	\$ 396,000	\$ 396,000	\$ 396,000	\$ 396,000	\$ 396,000
4360 LBCWD Reimbursement	\$ 27,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Revenues</b>	\$ 1,395,000	\$ 1,378,000	\$ 1,378,000	\$ 1,378,000	\$ 1,378,000	\$ 1,378,000	\$ 1,378,000	\$ 1,378,000	\$ 1,378,000	\$ 1,378,000
<b>Transfer From Capital Improvement Fund</b>	\$ 160,000	\$ 520,000	\$ 15,000	\$ 230,000	\$ 120,000		\$ 240,000	\$ 270,000		
<b>Total Funds Available</b>	\$ 1,559,000	\$ 1,907,000	\$ 1,400,000	\$ 1,608,000	\$ 1,506,000	\$ 1,384,000	\$ 1,702,000	\$ 1,650,000	\$ 1,378,000	\$ 1,656,000
<b>CIP Budget</b>	\$ (1,550,000)	\$ (1,900,000)	\$ (1,400,000)	\$ (1,600,000)	\$ (1,500,000)	\$ (1,300,000)	\$ (1,700,000)	\$ (1,650,000)	\$ (1,100,000)	\$ (1,600,000)
<b>Ending Fund Balance</b>	\$ 9,000	\$ 7,000	\$ -	\$ 8,000	\$ 6,000	\$ 84,000	\$ 2,000	\$ -	\$ 278,000	\$ 56,000



# City of Laguna Beach

Program Year Fiscal Year	1 19/20	2 20/21	3 21/22	4 22/23	5 23/24	6 24/25	7 25/26	8 26/27	9 26/27	10 26/27
<b>134 STREET LIGHTING FUND</b>										
<b>Starting Fund Balance</b>	\$ 1,776,516	\$ 2,835,116	\$ 2,969,016	\$ 3,190,916	\$ 4,451,816	\$ 5,752,716	\$ 7,094,616	\$ 8,478,516	\$ 9,906,416	\$ 11,379,316
<b>Revenues</b>										
3010 Prop. Taxes Current Secured	\$ 1,197,000	\$ 1,257,000	\$ 1,295,000	\$ 1,334,000	\$ 1,374,000	\$ 1,415,000	\$ 1,457,000	\$ 1,501,000	\$ 1,546,000	\$ 1,592,000
3015 Prop. Taxes Public Utility	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
3020 Prop. Taxes Current Unsecured	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
3025 Prop. Taxes Supplemental Apportionment	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
3030 Prop. Taxes Prior Years	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
3040 Prop. Taxes Other	\$ 488,000	\$ 513,000	\$ 513,000	\$ 513,000	\$ 513,000	\$ 513,000	\$ 513,000	\$ 513,000	\$ 513,000	\$ 513,000
3050 Prop. Taxes Interest/ Penalties	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
3615 Homeowners Prop. Tax Relief	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800	\$ 8,800
County Collection Charges	\$ (13,000)	\$ (13,000)	\$ (13,000)	\$ (13,000)	\$ (13,000)	\$ (13,000)	\$ (13,000)	\$ (13,000)	\$ (13,000)	\$ (13,000)
<b>Total Revenues</b>	\$ 1,755,800	\$ 1,840,800	\$ 1,878,800	\$ 1,917,800	\$ 1,957,800	\$ 1,998,800	\$ 2,040,800	\$ 2,084,800	\$ 2,129,800	\$ 2,175,800
<b>Total Funds Available</b>	\$ 3,532,316	\$ 4,675,916	\$ 4,847,816	\$ 5,108,716	\$ 6,409,616	\$ 7,751,516	\$ 9,135,416	\$ 10,563,316	\$ 12,036,216	\$ 13,555,116
<b>Operating Expenses</b>	\$ (697,200)	\$ (706,900)	\$ (656,900)	\$ (656,900)	\$ (656,900)	\$ (656,900)	\$ (656,900)	\$ (656,900)	\$ (656,900)	\$ (656,900)
<b>CIP Budget</b>		\$ (1,000,000)	\$ (1,000,000)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Ending Fund Balance</b>	\$ 2,835,116	\$ 2,969,016	\$ 3,190,916	\$ 4,451,816	\$ 5,752,716	\$ 7,094,616	\$ 8,478,516	\$ 9,906,416	\$ 11,379,316	\$ 12,898,216

Program Year Fiscal Year	1 19/20	2 20/21	3 21/22	4 22/23	5 23/24	6 24/25	7 25/26	8 26/27	9 27/28	10 28/29
<b>118 Parking Authority Fund</b>										
<b>Starting Fund Balance</b>	\$ 2,951,324	\$ 3,578,424	\$ 5,245,024	\$ 5,691,624	\$ 7,358,224	\$ 8,004,824	\$ 9,671,424	\$ 10,318,024	\$ 11,984,624	\$ 13,651,224
<b>Revenues</b>										
4047 725 LAGUNA CANYON RD	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
4048 CITY HALL PARKING	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000
4051 PARKING METERS ZONE A	\$ 1,040,000	\$ 1,040,000	\$ 1,040,000	\$ 1,040,000	\$ 1,040,000	\$ 1,040,000	\$ 1,040,000	\$ 1,040,000	\$ 1,040,000	\$ 1,040,000
4052 PARKING METERS ZONE B	\$ 740,000	\$ 740,000	\$ 740,000	\$ 740,000	\$ 740,000	\$ 740,000	\$ 740,000	\$ 740,000	\$ 740,000	\$ 740,000
4053 PARKING METERS ZONE C	\$ 930,000	\$ 930,000	\$ 930,000	\$ 930,000	\$ 930,000	\$ 930,000	\$ 930,000	\$ 930,000	\$ 930,000	\$ 930,000
4054 PARKING METERS ZONE D	\$ 770,000	\$ 770,000	\$ 770,000	\$ 770,000	\$ 770,000	\$ 770,000	\$ 770,000	\$ 770,000	\$ 770,000	\$ 770,000
4055 PARKING METERS ZONE E	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000
4056 PARKING METERS ZONE F	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000
4057 PARKING METERS ZONE G	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000
4058 PARKING METERS ZONE H (TREASURE ISL	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000
4071 PARKING METERS GLENNEYRE LOT	\$ 950,000	\$ 950,000	\$ 950,000	\$ 950,000	\$ 950,000	\$ 950,000	\$ 950,000	\$ 950,000	\$ 950,000	\$ 950,000
4072 PARKING METERS OCEAN LOT A	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000
4073 PARKING METERS OCEAN LOT B	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000
4074 PARKING METERS BROADWAY LOT	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
4075 PARKING METERS FOREST LOT	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
4076 PARKING METERS MERMAID LOT	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000
4077 PARKING METERS LANG PARK	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
4078 PARKING FEES LUMBER YARD LOT	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000
4079 MERMAID GARAGE	\$ 31,000	\$ 31,000	\$ 31,000	\$ 31,000	\$ 31,000	\$ 31,000	\$ 31,000	\$ 31,000	\$ 31,000	\$ 31,000
4080 PARKING METERS TREASURE ISLAND GAI	\$ 116,000	\$ 116,000	\$ 116,000	\$ 116,000	\$ 116,000	\$ 116,000	\$ 116,000	\$ 116,000	\$ 116,000	\$ 116,000
4081 PARKING METERS TREASURE ISLAND LOT	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
4082 ALICE COURT GARAGE	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
4083 COMM CENTER PARKING GARAGE	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
4084 PARKING PERMITS	\$ 100,000	\$ 1,120,000	\$ 100,000	\$ 1,120,000	\$ 100,000	\$ 1,120,000	\$ 100,000	\$ 1,120,000	\$ 1,120,000	\$ 1,120,000
4087 MISSION HOSPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4088 EL MORO	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# City of Laguna Beach

4089 LAGUNA ART & DESIGN	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
4094 Act V Lot Parking	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
4142 ELECTRIC VEHICLE CHARGING STATION	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
4231 PARKING METER BAG	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
<b>Total Revenues</b>	<b>\$ 6,798,000</b>	<b>\$ 7,818,000</b>	<b>\$ 6,798,000</b>	<b>\$ 7,818,000</b>	<b>\$ 6,798,000</b>	<b>\$ 7,818,000</b>	<b>\$ 6,798,000</b>	<b>\$ 7,818,000</b>	<b>\$ 6,798,000</b>	<b>\$ 7,818,000</b>	<b>\$ 7,818,000</b>	<b>\$ 7,818,000</b>
<b>Total Funds Available</b>	<b>\$ 9,749,324</b>	<b>\$ 11,396,424</b>	<b>\$ 12,043,024</b>	<b>\$ 13,509,624</b>	<b>\$ 14,156,224</b>	<b>\$ 15,822,824</b>	<b>\$ 16,469,424</b>	<b>\$ 18,136,024</b>	<b>\$ 19,802,624</b>	<b>\$ 19,802,624</b>	<b>\$ 21,469,224</b>	<b>\$ 21,469,224</b>
<b>Operating Expenses Parking Enforcement</b>	<b>\$ (1,088,300)</b>	<b>\$ (1,103,800)</b>	<b>\$ (1,103,800)</b>	<b>\$ (1,103,800)</b>	<b>\$ (1,103,800)</b>	<b>\$ (1,103,800)</b>	<b>\$ (1,103,800)</b>	<b>\$ (1,103,800)</b>	<b>\$ (1,103,800)</b>	<b>\$ (1,103,800)</b>	<b>\$ (1,103,800)</b>	<b>\$ (1,103,800)</b>
<b>Operating Expenses Traffic, Parking &amp; Signs Maint</b>	<b>\$ (1,800,100)</b>	<b>\$ (1,806,200)</b>	<b>\$ (1,806,200)</b>	<b>\$ (1,806,200)</b>	<b>\$ (1,806,200)</b>	<b>\$ (1,806,200)</b>	<b>\$ (1,806,200)</b>	<b>\$ (1,806,200)</b>	<b>\$ (1,806,200)</b>	<b>\$ (1,806,200)</b>	<b>\$ (1,806,200)</b>	<b>\$ (1,806,200)</b>
<b>Operating Expenses Parking Mgmt and Operations</b>	<b>\$ (937,700)</b>	<b>\$ (943,400)</b>	<b>\$ (943,400)</b>	<b>\$ (943,400)</b>	<b>\$ (943,400)</b>	<b>\$ (943,400)</b>	<b>\$ (943,400)</b>	<b>\$ (943,400)</b>	<b>\$ (943,400)</b>	<b>\$ (943,400)</b>	<b>\$ (943,400)</b>	<b>\$ (943,400)</b>
<b>Transfer to Transit Division</b>	<b>\$ (1,519,800)</b>	<b>\$ (1,473,000)</b>	<b>\$ (1,473,000)</b>	<b>\$ (1,473,000)</b>	<b>\$ (1,473,000)</b>	<b>\$ (1,473,000)</b>	<b>\$ (1,473,000)</b>	<b>\$ (1,473,000)</b>	<b>\$ (1,473,000)</b>	<b>\$ (1,473,000)</b>	<b>\$ (1,473,000)</b>	<b>\$ (1,473,000)</b>
<b>Transfer to the General Fund</b>	<b>\$ (525,000)</b>	<b>\$ (525,000)</b>	<b>\$ (525,000)</b>	<b>\$ (525,000)</b>	<b>\$ (525,000)</b>	<b>\$ (525,000)</b>	<b>\$ (525,000)</b>	<b>\$ (525,000)</b>	<b>\$ (525,000)</b>	<b>\$ (525,000)</b>	<b>\$ (525,000)</b>	<b>\$ (525,000)</b>
<b>Transfer to the Vehicle Replacement Fund</b>	<b>\$ (300,000)</b>	<b>\$ (300,000)</b>	<b>\$ (300,000)</b>	<b>\$ (300,000)</b>	<b>\$ (300,000)</b>	<b>\$ (300,000)</b>	<b>\$ (300,000)</b>	<b>\$ (300,000)</b>	<b>\$ (300,000)</b>	<b>\$ (300,000)</b>	<b>\$ (300,000)</b>	<b>\$ (300,000)</b>
<b>CIP Budget</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (200,000)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Ending Fund Balance</b>	<b>\$ 3,578,424</b>	<b>\$ 5,245,024</b>	<b>\$ 5,691,624</b>	<b>\$ 7,358,224</b>	<b>\$ 8,004,824</b>	<b>\$ 9,671,424</b>	<b>\$ 10,318,024</b>	<b>\$ 11,984,624</b>	<b>\$ 13,651,224</b>	<b>\$ 13,651,224</b>	<b>\$ 15,317,824</b>	<b>\$ 15,317,824</b>

	Program Year Fiscal Year	1 19/20	2 20/21	3 21/22	4 22/23	5 23/24	6 24/25	7 25/26	8 26/27	9 27/28	10 28/29
<b>119 Transportation Infrastructure Fund</b>											
<b>Starting Fund Balance</b>		\$ 102,905	\$ 107,905	\$ 112,905	\$ 1,951,238	\$ 2,956,238	\$ 4,294,571	\$ 5,299,571	\$ 5,304,571	\$ 5,309,571	\$ 5,314,571
<b>Revenues</b>											
3180 Heritage Fields El Toro, LLC		\$ -	\$ -	\$ 1,500,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -
Five Lagunas (Laguna Hills Mall Development)		\$ -	\$ -	\$ 333,333	\$ -	\$ 333,333	\$ -	\$ -	\$ -	\$ -	\$ -
3500 Investment Earnings		\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
<b>Total Revenues</b>		<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 1,838,333</b>	<b>\$ 1,005,000</b>	<b>\$ 1,338,333</b>	<b>\$ 1,005,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b>Total Funds Available</b>		<b>\$ 107,905</b>	<b>\$ 112,905</b>	<b>\$ 1,951,238</b>	<b>\$ 2,956,238</b>	<b>\$ 4,294,571</b>	<b>\$ 5,299,571</b>	<b>\$ 5,304,571</b>	<b>\$ 5,309,571</b>	<b>\$ 5,314,571</b>	<b>\$ 5,319,571</b>
<b>CIP Budget</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Ending Fund Balance</b>		<b>\$ 107,905</b>	<b>\$ 112,905</b>	<b>\$ 1,951,238</b>	<b>\$ 2,956,238</b>	<b>\$ 4,294,571</b>	<b>\$ 5,299,571</b>	<b>\$ 5,304,571</b>	<b>\$ 5,309,571</b>	<b>\$ 5,314,571</b>	<b>\$ 5,319,571</b>

## CAPITAL IMPROVEMENT PROJECT SUMMARY

### Capital Improvement Fund

Description (Phase)		
1	Laguna Canyon Road Staging Area Improvements (Construction, Supplemental)	\$ 400,000
2	Jasmine Street Storm Drain Improvements (Construction, Supplemental)	\$ 500,000
3	Cleo Street Beach Access Improvements (Construction)	\$ 1,200,000
4	Loma Terrace Street and Drainage Improvements (Construction)	\$ 500,000
5	Cerritos Drive to Dunning Drive Access and Drainage Improvements (Construction)	\$ 400,000
6	Santa Cruz Street Storm Drain Extension (Construction)	\$ 300,000
7	Jahraus Park Renovation (Construction)	\$ 350,000
8	Act V Parking Lot Improvements (Construction)	\$ 550,000
9	Capital Equipment, Furniture and Fixture Replacement	\$ 300,000
10	Dog Park Slope Stabilization (Design)	\$ 120,000
11	Fisherman's Cove Beach Access Improvements (Design)	\$ 200,000
12	Bluebird Canyon Storm Drain Renovation (Design)	\$ 180,000
13	Dumond Drive Beach Ramp Extension (Design)	\$ 80,000
14	Crescent Bay Beach Ramp Extension (Design)	\$ 80,000
15	Main Beach South ADA and Vehicle Ramp Installation (Design)	\$ 100,000
16	Citywide Playgrounds and Parks Renovation (Design/Construction)	\$ 400,000
17	Future City Facilities Funding	\$ 850,000
18	Future Infrastructure Projects	\$ 400,000
<b>Total Cost of 2021/22 Capital Improvement Fund Projects</b>		<b>\$ 6,910,000</b>

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

19	Zone 3 Street Slurry Seal/Rehabilitation (Design/Construction)	\$ 1,000,000
20	Zone 5 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000
21	Citywide Curb Ramps (Design/Construction)	\$ 200,000
22	Citywide Guard Rail Repairs (Design/Construction)	\$ 100,000
<b>Total Cost of 2021/22 Gas Tax and RMRA Fund Projects</b>		<b>\$ 1,400,000</b>

### Parking Authority Fund

23	Citywide Parking Lot Rehabilitation	\$ 200,000
<b>Total Cost of 2021/22 Parking Authority Fund Projects</b>		<b>\$ 200,000</b>

### Street Lighting Fund

24	Ornamental Street Lights (Design/Construction)	\$ 1,000,000
<b>Total Cost of 2021/22 Street Lighting Fund Projects</b>		<b>\$ 1,000,000</b>

<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2021/22</b>	<b>\$ 9,510,000</b>
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## CAPITAL IMPROVEMENT PROJECT SUMMARY

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**Capital Improvement Fund**

Description (Phase)	
1 Fisherman's Cove Beach Access Improvements (Construction)	\$ 1,000,000
2 Cajon Street Storm Drain Improvements (Construction)	\$ 500,000
3 Dumond Drive Beach Ramp Extension (Construction)	\$ 400,000
4 Crescent Bay Beach Ramp Extension (Construction)	\$ 400,000
5 Main Beach South ADA and Vehicle Ramp Installation (Construction)	\$ 300,000
6 Dog Park Slope Stabilization (Construction)	\$ 400,000
7 Capital Equipment, Furniture and Fixture Replacement	\$ 300,000
8 Citywide Playgrounds and Parks Renovation (Design/Construction)	\$ 400,000
9 Sleepy Hollow Beach Access Improvements (Design)	\$ 150,000
10 St. Ann's Drive Retaining Wall Replacement (Design)	\$ 100,000
11 Coast Highway 7th Avenue to 10th Avenue Sidewalk Installation (Design)	\$ 500,000
12 Glenneyre Street Sidewalk Extension (Design)	\$ 150,000
13 Lower Alta Vista Retaining Wall Replacement (Design)	\$ 200,000
14 El Toro Road/Canyon Hills Median Renovation (Design)	\$ 100,000
15 Storm Drain Master Plan Update (Study)	\$ 200,000
16 Future City Facilities Funding	\$ 1,600,000
17 Future Infrastructure Projects	\$ 300,000
<b>Total Cost of 2022/23 Capital Improvement Fund Projects</b>	<b>\$ 7,000,000</b>

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

18 Zone 4 Downtown Street Resurfacing (Construction)	\$ 1,000,000
19 Zone 5 Street Slurry Seal/Rehabilitation (Design/Construction)	\$ 500,000
20 Zone 6 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000
<b>Total Cost of 2022/23 Gas Tax and RMRA Fund Projects</b>	<b>\$ 1,600,000</b>

<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2022/23</b>	<b>\$ 8,600,000</b>
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## CAPITAL IMPROVEMENT PROJECT SUMMARY

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**Capital Improvement Fund**

Description (Phase)	
1 Sleepy Hollow Beach Access Improvements (Construction)	\$ 1,200,000
2 Bluebird Canyon Storm Drain Renovation (Construction)	\$ 1,000,000
3 St. Ann's Drive Retaining Wall Replacement (Construction)	\$ 350,000
4 Glenneyre Street Sidewalk Extension (Construction)	\$ 550,000
5 Lower Alta Vista Retaining Wall Replacement (Construction)	\$ 800,000
6 El Toro Road/Canyon Hills Median Renovation (Construction)	\$ 300,000
7 Capital Equipment, Furniture and Fixture Replacement	\$ 300,000
8 Citywide Playgrounds and Parks Renovation (Design/Construction)	\$ 400,000
9 Diver's Cove Beach Access Improvements (Design)	\$ 150,000
10 Terry Road to Ashton Drive Trail Installation (Design)	\$ 100,000
11 Bluebird Canyon Drive Retaining Wall Installation (Design)	\$ 200,000
12 Balboa Avenue and Nyes Place Storm Drain Installation (Design)	\$ 200,000
13 Ceanothus to Aliso Creek Storm Drain Improvements (Design)	\$ 200,000
14 Hinkle Place/Coast Highway Intersection Improvements (Design)	\$ 400,000
15 Park Plaza Conversion (Design)	\$ 200,000
16 Future City Facilities Funding	\$ 600,000
17 Future Infrastructure Projects	\$ 300,000
<b>Total Cost of 2023/24 Capital Improvement Fund Projects</b>	<b>\$ 7,250,000</b>

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

18 Zone 6 Street Slurry Seal/Rehabilitation (Design/Construction)	\$ 1,050,000
19 Zone 7 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000
20 Citywide Curb Ramps (Design/Construction)	\$ 200,000
21 Del Mar Sidewalk Installation (Design)	\$ 150,000
<b>Total Cost of 2023/24 Gas Tax and RMRA Fund Projects</b>	<b>\$ 1,500,000</b>

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<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2023/24</b>	<b>\$ 8,750,000</b>
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## CAPITAL IMPROVEMENT PROJECT SUMMARY

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**Capital Improvement Fund**

Description (Phase)	
1 Diver's Cove Beach Access Improvements (Construction)	\$ 1,200,000
2 Coast Highway 7th Avenue to 10th Avenue Sidewalk Installation (Construction)	\$ 1,800,000
3 Terry Road to Ashton Drive Trail Installation (Construction)	\$ 400,000
4 Bluebird Canyon Drive Retaining Wall Installation (Construction)	\$ 800,000
5 Ceanothus to Aliso Creek Storm Drain Improvements (Construction)	\$ 1,000,000
6 Hinkle Place/Coast Highway Intersection Improvements (Construction)	\$ 500,000
7 Capital Equipment, Furniture and Fixture Replacement	\$ 300,000
8 Cress Street Beach Access Improvements (Design)	\$ 200,000
9 Canyon View Drive/Buena Vista Way Drainage Improvements (Design)	\$ 200,000
10 Thurston Park Rehabilitation (Design)	\$ 50,000
11 Future City Facilities Funding	\$ 700,000
12 Future Infrastructure Projects	\$ 300,000
<b>Total Cost of 2024/25 Capital Improvement Fund Projects</b>	<b>\$ 7,450,000</b>

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

13 Zone 7 Street Slurry Seal/Rehabilitation (Design/Construction)	\$ 1,000,000
14 Zone 8 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000
15 Citywide Guard Rail Repairs (Design/Construction)	\$ 100,000
16 Aster Street Sidewalk Installation (Design)	\$ 100,000
<b>Total Cost of 2024/25 Gas Tax and RMRA Fund Projects</b>	<b>\$ 1,300,000</b>

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<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2024/25</b>	<b>\$ 8,750,000</b>
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**Capital Improvement Fund**

<b>Description (Phase)</b>		
1	Balboa Avenue and Nyes Place Storm Drain Installation (Construction)	\$ 1,300,000
2	Cress Street Beach Access Improvements (Construction)	\$ 1,200,000
3	Canyon View Drive/Buena Vista Way Drainage Improvements (Construction)	\$ 1,200,000
4	Cerritos Drive Slope Stabilization & Retaining Wall Extension (Design/Construction)	\$ 500,000
5	Thurston Park Rehabilitation (Construction)	\$ 300,000
6	Park Plaza Conversion (Construction)	\$ 500,000
7	Capital Equipment, Furniture and Fixture Replacement	\$ 300,000
8	Moss Street Beach Access Improvements (Design)	\$ 150,000
9	Moss Street to Coast Highway Stairs Replacement (Design)	\$ 100,000
10	Crescent Bay to Circle Way Stair Replacement (Design)	\$ 50,000
11	Dartmoor Street Storm Drain Installation (Design)	\$ 200,000
12	City Facilities ADA Improvements (Design)	\$ 100,000
13	Future City Facilities Funding	\$ 1,000,000
14	Future Infrastructure Projects	\$ 400,000
<b>Total Cost of 2025/26 Capital Improvement Fund Projects</b>		<b>\$ 7,300,000</b>

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

15	Zone 8 Street Slurry Seal/Rehabilitation (Design/Construction)	\$ 1,250,000
16	Zone 9 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000
17	Del Mar Avenue Sidewalk Installation (Construction)	\$ 350,000
<b>Total Cost of 2025/26 Gas Tax and RMRA Fund Projects</b>		<b>\$ 1,700,000</b>

<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2025/26</b>	<b>\$ 9,000,000</b>
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## CAPITAL IMPROVEMENT PROJECT SUMMARY

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**Capital Improvement Fund**

<b>Description (Phase)</b>		
1	Citywide Playgrounds and Parks Renovation (Design/Construction)	\$ 400,000
2	Moss Street Beach Access Improvements (Construction)	\$ 1,200,000
3	Moss Street to Coast Highway Stairs Replacement (Construction)	\$ 700,000
4	Crescent Bay to Circle Way Stair Replacement (Construction)	\$ 500,000
5	Dartmoor Street Storm Drain Installation (Construction)	\$ 1,200,000
6	City Facilities ADA Improvements (Construction)	\$ 500,000
7	Capital Equipment, Furniture and Fixture Replacement	\$ 300,000
8	Victoria Drive Beach Access Improvements (Design)	\$ 150,000
9	585 Glenneyre Street Intersection Improvements (Design)	\$ 50,000
10	Coast Highway North of Eastline Road Sidewalk Installation (Design)	\$ 200,000
11	Y Place Storm Drain Installation (Design)	\$ 50,000
12	Diamond Street Parking and Sidewalk Installation (Design)	\$ 100,000
13	Future City Facilities Funding	\$ 1,200,000
14	Future Infrastructure Projects	\$ 400,000
<b>Total Cost of 2026/27 Capital Improvement Fund Projects</b>		<b>\$ 6,950,000</b>

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

15	Zone 9 Street Slurry Seal/Rehabilitation (Design/Construction)	\$ 1,250,000
16	Zone 10 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000
17	Aster Street Sidewalk Installation (Construction)	\$ 300,000
<b>Total Cost of 2026/27 Gas Tax and RMRA Fund Projects</b>		<b>\$ 1,650,000</b>

<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2026/27</b>	<b>\$ 8,600,000</b>
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**CAPITAL IMPROVEMENT PROJECT SUMMARY****Capital Improvement Fund**

<b>Description (Phase)</b>		
1	Victoria Drive Beach Access Improvements (Construction)	\$ 1,200,000
2	585 Glenneyre Street Intersection Improvements (Construction)	\$ 300,000
3	Coast Highway North of Eastline Road Sidewalk Installation (Construction)	\$ 1,000,000
4	City Facilities ADA Improvements (Construction)	\$ 500,000
5	Y Place Storm Drain Installation (Construction)	\$ 200,000
6	Diamond Street Parking and Sidewalk Installation (Construction)	\$ 350,000
7	Citywide Playgrounds and Parks Renovation (Design/Construction)	\$ 400,000
8	Capital Equipment, Furniture and Fixture Replacement	\$ 300,000
9	Ocean Way Beach Access Improvements (Design)	\$ 200,000
10	Laguna Avenue Parking Addition (Design)	\$ 50,000
11	10th Avenue Storm Drain Installation (Design)	\$ 200,000
12	Holly Street Storm Drain Installation (Design)	\$ 200,000
13	Future City Facilities Funding	\$ 2,000,000
14	Future Infrastructure Projects	\$ 400,000
<b>Total Cost of 2027/28 Capital Improvement Fund Projects</b>		<b>\$ 7,300,000</b>

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

15	Zone 10 Street Slurry Seal/Rehabilitation (Design/Construction)	\$ 1,000,000
16	Zone 11 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000
<b>Total Cost of 2027/28 Gas Tax and RMRA Fund Projects</b>		<b>\$ 1,100,000</b>

<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2027/28</b>	<b>\$ 8,400,000</b>
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## CAPITAL IMPROVEMENT PROJECT SUMMARY

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**Capital Improvement Fund**

<b>Description (Phase)</b>		
1	10th Avenue Storm Drain Installation (Construction)	\$ 1,000,000
2	Holly Street Storm Drain Installation (Construction)	\$ 1,400,000
3	Laguna Avenue Parking Addition (Construction)	\$ 200,000
4	City Facilities ADA Improvements (Construction)	\$ 500,000
5	Ocean Way Beach Access Improvements (Construction)	\$ 1,200,000
6	Citywide Playgrounds and Parks Renovation (Design/Construction)	\$ 400,000
7	Capital Equipment, Furniture and Fixture Replacement	\$ 300,000
8	Future City Facilities Funding	\$ 2,000,000
9	Future Infrastructure Projects	\$ 400,000
<b>Total Cost of 2028/29 Capital Improvement Fund Projects</b>		<b>\$ 7,400,000</b>

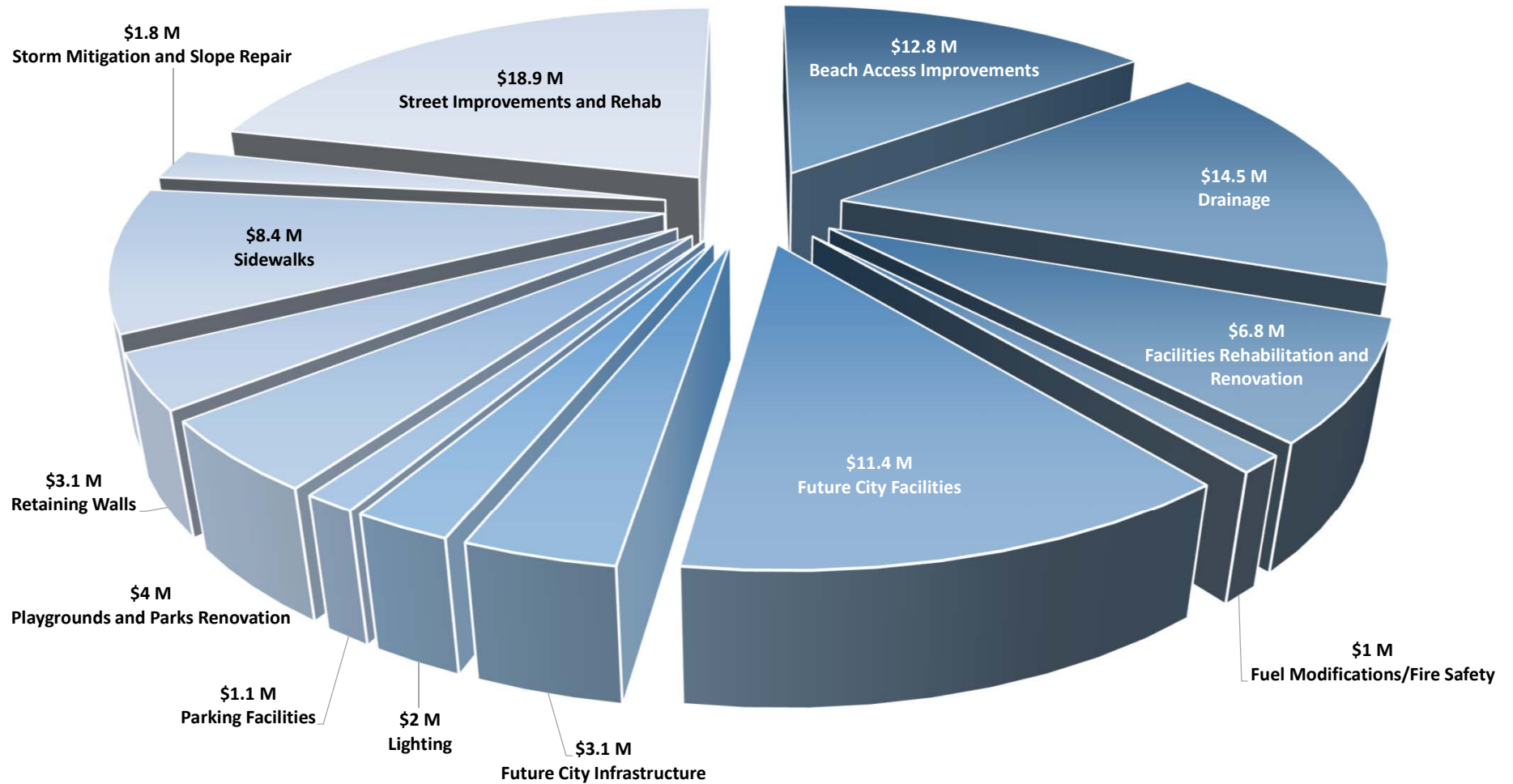
**Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA)**

10	Zone 11 Street Slurry Seal/Rehabilitation (Design/Construction)	\$ 1,500,000
11	Zone 12 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000
<b>Total Cost of 2028/29 Gas Tax and RMRA Fund Projects</b>		<b>\$ 1,600,000</b>

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<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2028/29</b>	<b>\$ 9,000,000</b>
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# 10 Year Capital Improvements by Category FY 19/20 - 28/29 Total \$88.9 Million (M)



Fiscal Years 2019/20-2028/29  
**10 YEAR CIP SUMMARY BY PROJECT TYPE**

PROJECT TYPE	Current YR FY 18/19	Year 1 FY 19/20	Year 2 FY 20/21	Year 3 FY 21/22	Year 4 FY 22/23	Year 5 FY 23/24	Year 6 FY 24/25	Year 7 FY 25/26	Year 8 FY 26/27	Year 9 FY 27/28	Year 10 FY 28/29	10 Year CIP TOTALS:
Beach Access Improvements	\$ 700,000		\$ 1,650,000	\$ 1,660,000	\$ 2,250,000	\$ 1,350,000	\$ 1,400,000	\$ 1,400,000	\$ 1,850,000	\$ 1,200,000		\$ 13,460,000 13%
Drainage	\$ 2,350,000	\$ 650,000	\$ 1,730,000	\$ 1,880,000	\$ 700,000	\$ 1,400,000	\$ 1,200,000	\$ 2,700,000	\$ 1,250,000	\$ 600,000	\$ 2,400,000	\$ 16,860,000 16%
Facilities Rehabilitation and Renovation	\$ 330,000	\$ 840,000	\$ 300,000	\$ 700,000	\$ 300,000	\$ 400,000	\$ 700,000	\$ 500,000	\$ 1,500,000	\$ 800,000	\$ 800,000	\$ 7,170,000 7%
Fuel Modifications/ Fire Safety		\$ 1,000,000										\$ 1,000,000 1%
Future City Facilities	\$ 800,000	\$ 900,000	\$ 500,000	\$ 850,000	\$ 1,600,000	\$ 600,000	\$ 700,000	\$ 1,000,000	\$ 1,200,000	\$ 2,000,000	\$ 2,000,000	\$ 12,150,000 12%
Future City Infrastructure	\$ 425,000		\$ 200,000	\$ 400,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 3,525,000 3%
Lighting			\$ 1,000,000	\$ 1,000,000								\$ 2,000,000 2%
Parking Facilities			\$ 80,000	\$ 750,000						\$ 50,000	\$ 200,000	\$ 1,080,000 1%
Playgrounds and Parks Renovation		\$ 200,000	\$ 680,000	\$ 750,000	\$ 400,000	\$ 400,000	\$ 50,000	\$ 300,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 3,980,000 4%
Retaining Walls	\$ 200,000		\$ 150,000		\$ 300,000	\$ 1,350,000	\$ 800,000	\$ 500,000				\$ 3,300,000 3%
Sidewalks	\$ 8,280,000	\$ 2,420,000	\$ 450,000		\$ 650,000	\$ 700,000	\$ 1,900,000	\$ 350,000	\$ 600,000	\$ 1,350,000		\$ 16,700,000 16%
Storm Mitigation and Slope Repair	\$ 1,102,500	\$ 670,000	\$ 640,000	\$ 120,000	\$ 400,000							\$ 2,932,500 3%
Street Improvements and Rehab	\$ 1,905,000	\$ 1,910,000	\$ 2,280,000	\$ 1,400,000	\$ 1,700,000	\$ 2,250,000	\$ 1,700,000	\$ 1,850,000	\$ 1,400,000	\$ 1,600,000	\$ 2,800,000	\$ 20,795,000 20%
<b>TOTALS:</b>	<b>\$ 16,092,500</b>	<b>\$ 8,590,000</b>	<b>\$ 9,660,000</b>	<b>\$ 9,510,000</b>	<b>\$ 8,600,000</b>	<b>\$ 8,750,000</b>	<b>\$ 8,750,000</b>	<b>\$ 9,000,000</b>	<b>\$ 8,600,000</b>	<b>\$ 8,400,000</b>	<b>\$ 9,000,000</b>	<b>\$ 104,952,500</b>

## Section V.2

### **CAPITAL IMPROVEMENT PROGRAM** **WATER QUALITY DEPARTMENT**

#### *Introduction*

The City's Capital Improvement Program for the Water Quality Department includes major projects to replace or construct portions of the City's wastewater system.

The following schedules are currently under development and review; they will be forwarded to the City Council at a future meeting:

1. ***Wastewater Fund Ten Year Capital Improvement Plan*** This ten-year schedule summarizes all capital improvement projects budgeted for Fiscal Year 2017-19.
2. ***10 Year Wastewater Fund Financial Plan*** This is a one-page summary of Wastewater Fund revenue and budget projections for the next ten years.
3. ***Wastewater Capital Improvement Project Summary*** These two schedules summarize all capital improvement projects budgeted for Fiscal Year 2019-20 and Fiscal Year 2020-21.
4. ***Capital Project Information*** These pages describe the projects budgeted for Fiscal Year 2019-20 and Fiscal Year 2020-21.
5. ***Ten Year Capital Improvement Plan*** A ten-year schedule is provided through Fiscal Year 2019-29 for all capital projects proposed at this time.
6. ***Capital Improvements Not Included in the Ten-Year Plan*** This schedule lists projects that have not been included in the Ten-Year Plan, and is presented in order of the estimated project cost.

# WASTEWATER SYSTEM FINANCE PLAN

## FY 2019/20 - 2029/30

(Figures in Thousands)

	Year 1 FY 2019/20	Year 2 FY 2020/21	Year 3 FY 2021/22	Year 4 FY 2022/23	Year 5 FY 2023/24	Year 6 FY 2024/25	Year 7 FY 2025/26	Year 8 FY 2026/27	Year 9 FY 2027/28	Year 10 FY 2028/29	Year 11 FY 2029/30	Totals
Available Working Capital Beginning Balance	696	1,515	1,510	229	1,136	617	2,069	3,343	1,435	3,474	1,249	
<b>Revenues</b>												
Sewer User Charges	8,605	9,121	9,669	10,249	10,864	11,515	11,976	12,455	12,953	13,471	14,010	133,162
Rate Increase (1)	4.00%	6.00%	6.00%	6.00%	6.00%	6.00%	4.00%	4.00%	4.00%	4.00%	4.00%	58.75%
<b>Loans</b>												
\$4M Existing Loan 1 (IBank - secured June 2018) (2)	2,100	700										4,000
\$4.456M New Loan 2 (IBank Board Mtg 3/16/19) (3)	2,688	1,768										4,456
Proposed Additional Loans 3 and 4		3,150	650	2,750	2,250							8,800
<i>Loans Subtotal</i>	4,788	5,618	650	2,750	2,250							17,256
<b>Other Revenue Sources</b>												
SOCWA Capital Projects Reimbursements (PC 15)												
Legal Fees Reimbursement (PC 15) (4)	1,100											
Enterprise Fund Interest Income	15	15	15	15	15	15	15	15	15	15	15	180
Sewer Connection Charges	86	95	95	95	95	95	95	95	95	95	95	1,122
Emerald Bay Reimbursement (SOCWA PC 23)	15	15	18	15	57	36	15	19	15	15	36	294
<b>Total Estimated Revenues</b>	<b>14,609</b>	<b>14,864</b>	<b>10,447</b>	<b>13,124</b>	<b>13,280</b>	<b>11,661</b>	<b>12,101</b>	<b>12,584</b>	<b>13,078</b>	<b>13,596</b>	<b>14,156</b>	<b>154,269</b>
<b>Expenses</b>												
<b>Operation and Maintenance Expenses</b>												
Operating Expenses (5)	5,685	5,747	5,919	6,097	6,280	6,468	6,662	6,862	7,068	7,280	7,499	77,317
Capital Equipment and Special Projects	20	20	20	30	30	30	30	30	30	30	30	314
Private Sewer Lateral Assistance Program (6)	160	160										480
Legal Fees (PC 15 Legal Fees Only)												750
Assumed Additional Insurance Premium (7)	150	150	150	150	150	150	150	150	150	150	150	1,740
County Collection Charges	25	25	27	27	30	30	30	30	35	35	35	351
<i>Operating Subtotal</i>	6,040	6,102	6,116	6,304	6,490	6,678	6,872	7,072	7,283	7,495	7,714	80,952
<b>Additional Operation Costs - Proposed WQ Strategic Plan (8)</b>												
New Asset Management System (Cartegraph)	105	30	30	31	32	33	34	35	36	37	38	440
One Additional Maintenance Worker I Position		80	82	85	87	90	93	96	98	101	104	917
Succession Planning		40	41	42	44	45	46	48	49	51	52	459
<i>WQ Strategic Plan Additional Operating Costs Subtotal</i>	105	150	154	158	163	168	173	178	183	189	195	1,815
<b>Capital Improvement Expenses</b>												
CLB - Collection System	2,068	4,358	1,710	2,750	1,350	690	1,000	3,500	830	3,000	750	23,630
SOCWA - Wastewater Treatment (9)												
PC 15 Projects (Coastal Treatment Plant)	4,451	2,738	1,621	1,194	880	634	902	876	963	2,047	1,137	18,537
PC 17 Projects (Regional)	217	64	551	109	2,051	67	408	316	310	0	1,987	6,285
PC 24 Projects (Outfall)	12	6	0	0	0	0	0	979	0	1,621	0	2,633
PC 23 Projects (North Coast Interceptor & SOCWA Stations)	0	0	80	0	1,000	500	0	100	0	0	500	2,740
Emergency Working Capital Reserve	100	100	100	100	100	200	200	200	200	200	200	1,700
<i>Capital Improvement Subtotal</i>	6,848	7,266	4,062	4,153	5,381	2,091	2,510	5,971	2,303	6,868	4,574	55,525
<b>Debt Service</b>												
Ex. Ibank Loan Debt Service (2004)	498	497	495	494	492							2,976
\$4M Existing Loan 1 Debt Service (2018)	299	299	298	297	297	296	296	295	294	293	292	3,345
\$4.456M New Loan 2 Debt Service (2019)		334	333	333	333	333	333	333	333	333	333	3,331
Proposed Additional Loans 3 and 4 Debt Service		222	269	478	643	643	643	643	643	643	643	5,470
<i>Debt Service Subtotal</i>	797	1,352	1,395	1,602	1,765	1,272	1,272	1,271	1,270	1,269	1,268	15,122
<b>Total Estimated Expenses</b>	<b>13,790</b>	<b>14,870</b>	<b>11,727</b>	<b>12,217</b>	<b>13,799</b>	<b>10,209</b>	<b>10,827</b>	<b>14,492</b>	<b>11,039</b>	<b>15,821</b>	<b>13,750</b>	<b>153,414</b>
<b>Revenues - Expenses</b>	<b>819</b>	<b>(6)</b>	<b>(1,280)</b>	<b>906</b>	<b>(519)</b>	<b>1,452</b>	<b>1,274</b>	<b>(1,908)</b>	<b>2,039</b>	<b>(2,225)</b>	<b>406</b>	
Available Working Capital Ending Balance	1,515	1,510	229	1,136	617	2,069	3,343	1,435	3,474	1,249	1,655	
Working Capital Reserve (Goal 20% of Expenditures)	100	200	300	400	500	700	900	1,100	1,300	1,500	1,700	
Percentage of Expenditures	1%	1%	3%	3%	4%	7%	8%	8%	12%	9%	12%	

### Notes:

- Sewer User Charges are approved in years 0 and 1. Additional increases are being considered in years 2-11.
- Existing \$4M Ibank loan has an interest rate of 3.4%. Payments begin 6/2018 and end 6/2038.
- Reimbursement from inactive SOCWA Capital Improvement Projects
- Assume \$1.1M in legal fees reimbursed from SOCWA PC 15 lawsuit.
- The Operating expenses include a 3% inflation adjustment.
- Private Sewer Lateral Incentive Program ends in Year 2.
- There is \$250k in the annual operating expenses for insurance. This line item covers assumed additional insurance based on increase in claims.
- The estimated cost of the increased staff is about \$140,000; that is one Maintenance Worker I, a high-flexibility work order system directing the cleaning crews to work in areas of verified need, and enabling increased job responsibilities for succession planning with commensurate salary scales. This addresses the City's need for succession planning while creating job incentives and career path growth to retain high-performing employees.
- 11-Yr finance plan assumes MNWD is included in SOCWA PC 15 agreement. Reference "SOCWA Ten Year Proposed Costs Including Administrative Cost FY 2020-2034" dated 5/3/19.



**WASTEWATER SYSTEM CAPITAL IMPROVEMENT PROJECTS LIST**  
**FY 2019-20 - 2029/30**

Year No.	Fiscal Year	Project ID	Type of Project	Capital Improvement Project Description	Division 3301 Costs	Division 3302 Costs
1	2019-2020	19-100	P	Pipeline Rehabilitation (Zone 2)	\$ 370,000	
		19-101	P	CCTV Inspection of Collection System (Zone 3)	\$ 138,000	
		19-102	L	Victoria 1 Lift Station Rehabilitation Construction	\$ 750,000	
		19-103	L	Lift Station Door Replacements and Exterior Painting	\$ 250,000	
		19-104	L	Hatch Replacements at Nyes Lift Station, Victoria II Lift Station, and CDS at Main Beach	\$ 100,000	
		19-105	L	Lift Station Condition Assessment Project	\$ 100,000	
		19-105	O	Odor Control at Victoria Beach Neighborhood Design and Construction	\$ 360,000	
Year 1 Subtotal:					\$ 2,068,000	\$ -
2	2020-2021	20-100	P	Forest Avenue Pipeline Replacement Project Design	\$ 150,000	
		20-101	P	Pipeline Rehabilitation (Zone 3)	\$ 1,070,000	
		20-102	P	CCTV Inspection of Collection System (Zone 5)	\$ 138,000	
		20-103	P	Siphon Inspection Project	\$ 500,000	
		20-104	L	Anita Street Lift Station Reconstruction Construction	\$ 2,500,000	
Year 2 Subtotal:					\$ 4,358,000	\$ -
3	2021-2022	21-100	P	Forest Avenue Pipeline Replacement Project Construction	\$ 400,000	
		21-101	P	Pipeline Rehabilitation (Zone 5)	\$ 1,000,000	
		21-102	L	Bluebird Canyon Lift Station Reconstruction Design	\$ 250,000	
		21-103	L	VFD Replacements at Laguna SOCWA and Bluebird SOCWA		\$ 80,000
		21-104	L	Miscellaneous Operational Improvements at Main Beach Lift Station	\$ 60,000	
Year 3 Subtotal:					\$ 1,710,000	\$ 80,000
4	2022-2023	22-100	P	Forcemain Inspection Project	\$ 250,000	
		22-101	L	Bluebird Canyon Lift Station Reconstruction Construction	\$ 2,500,000	
Year 4 Subtotal:					\$ 2,750,000	\$ -
5	2023-2024	23-100	L	Victoria II Lift Station Rehabilitation Design	\$ 100,000	
		23-101	L	SCADA Radio System Replacement	\$ 250,000	
		23-102	L	Emergency Onsite Generator Replacements at Laguna SOCWA and Bluebird SOCWA		\$ 500,000
		23-103	P	5-Yr CCTV Inspection of Collection System and Manholes	\$ 1,000,000	

**WASTEWATER SYSTEM CAPITAL IMPROVEMENT PROJECTS LIST**  
**FY 2019-20 - 2029/30**

Year No.	Fiscal Year	Project ID	Type of Project	Capital Improvement Project Description	Division 3301 Costs	Division 3302 Costs
		23-104	O	O2 Odor Control System Upgrades at Bluebird SOCWA		\$ 500,000
Year 5 Subtotal:					\$ 1,350,000	\$ 1,000,000
6	2024-2025	24-100	L	Victoria II Lift Station Rehabilitation Construction	\$ 500,000	
		24-101	L	Fishermans Lift Station Structural Rehabilitation Design	\$ 90,000	
		24-102	L	Top of the World Onsite Generator Replacement and Backup Power Extension to Bernard Court Lift Station Design	\$ 100,000	
		24-103	O	O2 Odor Control System Upgrades at Laguna SOCWA SOCWA		\$ 500,000
Year 6 Subtotal:					\$ 690,000	\$ 500,000
7	2025-2026	25-100	L	Fishermans Lift Station Structural Rehabilitation Construction	\$ 250,000	
		25-101	L	Pearl Lift Station Rehabilitation and Generator Installation Design	\$ 250,000	
		25-102	L	Portable Generator Quick Connect Pedastal at every Lift Station with an Onsite Generator	\$ 500,000	
Year 7 Subtotal:					\$ 1,000,000	\$ -
8	2026-2027	26-100	L	Top of the World Onsite Generator Replacement and Backup Power Extension to Bernard Court Lift Station Construction	\$ 500,000	
		26-101	L	VFD Replacements at Laguna SOCWA and Bluebird SOCWA		\$ 100,000
		26-102	L	Pearl Lift Station Rehabilitation and Generator Installation Construction	\$ 3,000,000	
Year 8 Subtotal:					\$ 3,500,000	\$ 100,000
9	2027-2028	27-100	L	Cleo Street Lift Station Rehabilitation Design	\$ 250,000	
		27-101	L	Bernard Court Wet Well Access Retrofit	\$ 500,000	
		27-102	O	Odor Control at North Laguna Siphon on Coast Hwy Design	\$ 80,000	
Year 9 Subtotal:					\$ 830,000	\$ -
10	2028-2029	28-100	L	Cleo Street Lift Station Rehabilitation Construction	\$ 2,500,000	
		28-101	O	Odor Control at North Laguna Siphon on Coast Hwy Construction	\$ 500,000	
Year 10 Subtotal:					\$ 3,000,000	\$ -
11	2029-2030	29-100	L	Pump Replacement at Laguna and Bluebird SOCWA		\$ 500,000
		29-101	L	Irvine Cove Lift Station Rehabilitation Design	\$ 250,000	
		29-102	P	Collection System Manhole Rehabilitations	\$ 500,000	
Year 11 Subtotal:					\$ 750,000	\$ 500,000
Sub Totals:					\$ 22,006,000	\$ 2,180,000

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Year No.	Fiscal Year	Project ID	Type of Project	Capital Improvement Project Description	Division 3301 Costs	Division 3302 Costs
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Total Capital Projects: \$ 24,186,000

<u>Totals</u>	<u>Type of Project</u>	<u>Description</u>
\$ 16,730,000	L	Total Budgeted for Lift Station Projects
\$ 5,516,000	P	Total Budgeted for Collection System (Pipeline) Improvement Projects
\$ 1,940,000	O	Total Budgeted for Odor Control Improvement Projects
\$ 24,186,000		Total Budgeted for all Capital Improvement Projects (Totals Check)

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