



CITY OF LAGUNA BEACH  
ADOPTED BUDGET FOR FISCAL YEAR 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	Shohreh Dupuis
Director of Public Works	
Director of Administrative Services	Gavin Curran
Director of Community Development	Marc Weiner
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>Finance Manager</i>	Kris Ryan

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**TABLE 1: GENERAL FUND AND MEASURE LL FUND**

		Budget Modification	
		One-Time	Ongoing
1	Increase Interest Revenue Estimate	125,000	
2	Unfreeze two police officer positions	0	
3	Restore the Downtown steam cleaning*	(18,900)	
4	Restore the Porter Service year-round for litter, downtown restrooms and trash cans*	(63,700)	
5	Restore the additional summer Porter Service for Main Beach and Heisler Restrooms*	(33,400)	
Balance to Reserve		9,000	

\* These Programs are include in the Measure LL Fund but funded by a transfer from the General Fund

1. Increase the interest revenue estimate by \$125,000. This increase will help restore the following services programmed in Measure LL.
2. Unfreeze two police officer positions. No budget impact.
3. Appropriate \$18,900 to restore the Downtown steam cleaning to four times weekly (Friday, Saturday, Sunday, and Tuesday) from July through September, and two times weekly (Friday and Monday) from October to June. Program will remain in the Measure LL Fund. Funding will be transferred from the General Fund to the Measure LL Fund and repaid if Measure LL revenues exceed budget estimates.
4. Appropriate \$63,700 to restore the Porter Service year-round for litter, downtown restrooms and trash cans daily from 8 a.m. to 10:00 p.m. Programs will remain in the Measure LL Fund. Funding will be transferred from the General Fund to the Measure LL Fund. Program will remain in the Measure LL Fund. Funding will be transferred from the General Fund to the Measure LL Fund and repaid if Measure LL revenues exceed budget estimates.
5. Appropriate \$33,400 to restore the additional summer Porter Service for Main Beach Restrooms daily from 8:00 a.m. to 10:00 p.m. (16 hours daily) from June until September. Programs will remain in the Measure LL Fund. Funding will be transferred from the General Fund to the Measure LL Fund. Program will remain in the Measure LL Fund. Funding will be transferred from the General Fund to the Measure LL Fund and repaid if Measure LL revenues exceed budget estimates.

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June 16, 2020

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

Re: Proposed Budget for Fiscal Year 2020-21

Dear City Council Members:

This letter serves to transmit the City of Laguna Beach Revised Proposed Budget for FY 2020-21 (Proposed Budget). A public workshop and hearing concerning the proposed budget is scheduled for 3:00 p.m. – 5:00 p.m. on Tuesday, June 23, 2020. A second public forum is scheduled for Tuesday, June 30, 2020, at 5:00 p.m.; it is anticipated that the City Council will adopt the budget revisions at that session.

At the time the Two-Year Budget for Fiscal Year (FY) 2019-20 and 2020-21 was prepared, the economy was expanding. City revenues were steadily increasing and slightly outpacing operational costs, and reserves of 20% in the General Fund and 10% in the Disaster Fund were in place. This was all before the COVID-19 pandemic hit the United States and triggered the most significant health crisis in modern time and caused what may be one of the most sudden economic downturns the City has ever experienced. We do not yet know the full impact this pandemic will have on our City and its finances, and while we remain optimistic that Laguna Beach will recover, no one knows how deep the impending economic downturn will be or how long it will last.

We are now faced with making difficult decisions in an economic environment that we have never experienced before. We must be cautious when reducing the budget and impacting our programs and services. Our priorities are to protect and preserve the health and safety of Laguna Beach residents, maintain prudent fiscal reserves, and provide as many services as possible. It will be important to diligently monitor revenues and expenses over the next year and take corrective action if necessary.

## **I. EXECUTIVE OVERVIEW**

For FY 2020-21, total estimated revenues are revised downward by 16%, to \$93.7 million, as compared to the original estimate of \$111.7 million. Appropriations are recommended to be reduced to \$95.5 million, a 12% decrease from the original budget of \$108.6 million. It should be noted that for the period of March 2020 through June 30, 2021, the City is expected to experience a revenue decrease of roughly \$27 million.

The proposed budget does not layoff any employees, includes only limited furloughs, and recognizes the cooperation of employees to give up negotiated raises. Resources are focused on preserving services, with a priority placed on public safety. To accomplish this, it is necessary to utilize \$1.5 million of the General Fund Reserve, leaving a balance of \$11.6 million, or 17% of the proposed General Fund budget. The 10% Disaster Reserve remains intact.

### **Revenue Projections:**

The proposed budget includes two revenue scenarios “bad” and “worse.” This is done to reflect the uncertainty associated with projecting economic impacts from stay-at-home orders, prohibitions on services due to the pandemic, high unemployment levels, and the resulting impacts on the worldwide economy.

Table 1 highlights the revenue reductions in the City’s major funds. In the General Fund, we estimate that revenues will come in somewhere between \$59.8 million and \$63.4 million. At this time, we are proposing a budget based on the better of the two scenarios, meaning that the General Fund will have revenues of \$63.4 million next fiscal year, approximately \$9.4 million less than the \$72.8 million originally projected.

**TABLE 1  
REVENUE IMPACT ON MAJOR FUNDS**

Fund Name	FY 19-20 Adopted Budget	FY 19-20 Revised Budget Estimate	FY 20-21						
			FY 2020-21 Adopted	FY 20-21 Bad Scenario	Chng vs FY21	% Chng vs FY21	FY 20-21 Worse Scenario	Chng vs FY21	% Chng vs FY21
General Fund	\$69,969,000	\$64,167,749	\$72,787,000	\$63,413,800	(\$9,373,200)	-13%	\$59,871,500	(\$12,915,500)	-18%
Measure LL	2,694,800	1,496,000	2,837,000	1,510,000	(1,327,000)	-47%	1,252,000	(1,585,000)	-56%
Capital Improvement	7,109,000	5,191,000	7,394,000	4,321,000	(3,073,000)	-42%	3,658,000	(3,736,000)	-51%
Parking	6,798,000	5,820,500	7,818,000	6,894,700	(923,300)	-12%	5,615,500	(2,202,500)	-28%
Gas Tax	1,405,000	1,193,500	1,388,000	1,358,000	(30,000)	-2%	1,204,000	(184,000)	-13%
Street Lighting & Utility	1,755,200	1,743,500	1,846,100	1,822,000	(24,100)	-1%	1,822,000	(24,100)	-1%
Sewer	14,609,000	13,892,000	14,864,000	12,666,000	(2,198,000)	-15%	11,666,000	(3,198,000)	-22%
Transit	2,688,900	2,374,000	2,725,200	1,687,800	(1,037,400)	-38%	2,193,000	(532,200)	-20%
Totals	\$107,028,900	\$95,878,249	\$111,659,300	\$93,673,300	(\$17,986,000)	-16%	\$87,282,000	(\$24,377,300)	-22%

The most significant sources of the decrease are Transient Occupancy Tax (TOT), Business Improvement District Assessment, and Sales Tax, which together are expected to see a reduction of \$11 million with \$7.1 million of that amount in the General Fund. These reductions are due to the significant and sudden decrease in the travel and tourism industry because of the stay-at-home orders implemented throughout the country. Consumer spending is also significantly lower due to the high rate of unemployment, particularly for brick-and-mortar stores and restaurants. Although some economists expect the reopening of various businesses to stimulate the economy, there are too many variables to predict the impacts of COVID-19 over the next year. Until a vaccine is found, it is likely consumers will be cautious about shopping at local stores, eating out, and spending on leisure travel. All these consumer choices will impact the City’s transient occupancy tax and sales tax revenue.

Other projected decreases in revenues are for community development services at \$1.1 million below budget estimates and recreational fees at \$435,000 below budget. However, with the recent reopening of City Hall, community development activity seems to be quickly recovering. Unless business activity rebounds, business tax revenue is expected to be down by \$210,000.

On a more positive note, property taxes, representing 56% of the General Fund revenue, are not expected to be materially impacted.

**Solutions to Close the \$9 Million General Fund Revenue Shortfall:**

**Staffing Changes and Compensation:** The City's largest category of spending is salaries and benefits, accounting for 77% in the General Fund. The proposed budget does not include any layoffs or the furloughing of any employees outside of reductions in recreation and transit services approved by the City Council on May 12, 2020. However, the FY 2020-21 Proposed Budget does decrease the City's full-time staffing by six positions, from 292 positions across ten departments to 286 positions. This is accomplished through the consolidation of recreation and pool services into the Public Works and Marine Safety departments, reductions in transit services, and eliminating vacated positions in the Community Development Department, Public Works, and parking enforcement services. These savings are in addition to the Municipal Employees Association and management employees agreeing to forgo a negotiated 2.5% salary increase effective July 1, 2020. It should also be noted that increases previously included in the budget for the Fire Association and the Police and Fire Management Association have been removed. The Police Employees Association is scheduled to receive a 2.5% salary increase on January 1, 2021, this funding remains in the budget but may be revisited in the fall, depending on the financial situation at that time. Reductions in salaries and benefits for the General Fund next year total \$2.1 million.

Other notable General Fund modifications include \$1.8 million of reductions in contract services, healthcare, overtime and travel, training, and dues. Table 2 summarizes the reductions.

TABLE 2

	Department	Budget Adjustment Actions - General Fund	Expense Adjustment
1	<i>All Departments</i>	Reductions salaries and benefits	\$2,127,600
2	<i>Business Improvement District</i>	Reduction in Business Improvement District matching revenue	1,383,000
3	<i>All Departments</i>	Reduction in contract services accross all departments	1,078,200
4	<i>All Departments</i>	Eliminate of Transfer to Wildfire Mitigation and Fire Safety Fund	966,300
5	<i>All Departments</i>	Savings related to changes in healthcare charges	429,100
6	<i>All Departments</i>	Reduction in funding for equipment replacement	250,000
7	<i>All Departments</i>	Reductions in Overtime	219,200
8	<i>All Departments</i>	Reductions in other Maintenance and Operations costs	191,200
9	<i>All Departments</i>	Savings in charges for General Liability Insurance	98,500
10	<i>All Departments</i>	Reductions in training travel and dues	94,500
11		Net other net changes	(157,200)
		<b>Subtotal</b>	<b>6,680,400</b>
12	<i>Fund Balance/Reserve</i>	Less: Reduction in available fund balance	427,600
13	<i>Fund Balance/Reserve</i>	Less: Eliminate Transfer to General Fund Reserve	400,000
		<b>Total Reductions</b>	<b>7,508,000</b>
		Less: Total General Fund Revenue Loss for Table 1	(9,373,200)
		Add: Beginning Fund Balance FY 2020-21	344,730
		<b>Total Needed from General Fund Reserve</b>	<b>(\$1,520,470)</b>

**Use of General Fund Reserves:** Even with the changes noted in Table 2, the General Fund shortfall will be approximately \$1.5 million. Therefore, it is recommended the City Council use the General Fund Reserve to avoid further reductions in the budget that would require additional cuts to services and layoffs. Four or more affirmative votes of the City Council are required to reduce the reserve below 10%. The General Fund reserve is currently at \$13.2 million.

**Notable Changes General Fund:** Table 3 highlights notable changes to the proposed budget. It also should be mentioned that item #1 recommends the freezing of two police officer positions. However, the two positions and accompanying funding are included in the proposed budget and the positions can be filled if revenues improve.

TABLE 3

	Department	Fund	Budget Adjustment Actions	Expense Adjustment
1	<i>Police Department</i>	<i>General Fund</i>	Freeze two police officer positions potentially saving \$240,000. These positions are funded in the proposed budget, therefore they would need to remain frozen (unfilled) for 12 months to realize the savings.	\$240,000
2	<i>Community Development - Zoning</i>	<i>General Fund</i>	Eliminate Associate Planner Position	126,000
3	<i>Community Development - Building Safety</i>	<i>General Fund</i>	Eliminate Building Inspector Position	126,000
4	<i>Community Development - Zoning</i>	<i>General Fund</i>	Eliminate Contract Associate Planner	72,000
5	<i>Community Development - Building Safety</i>	<i>General Fund</i>	Reduce contract funding for Building Inspector/Code Enforcement by 30%	45,600
6	<i>Cultural Arts</i>	<i>General Fund</i>	Eliminate part time arts program coordinator	17,100
			<b>Totals</b>	<b>\$626,700</b>



### **Expenditure Reductions Major Funds:**

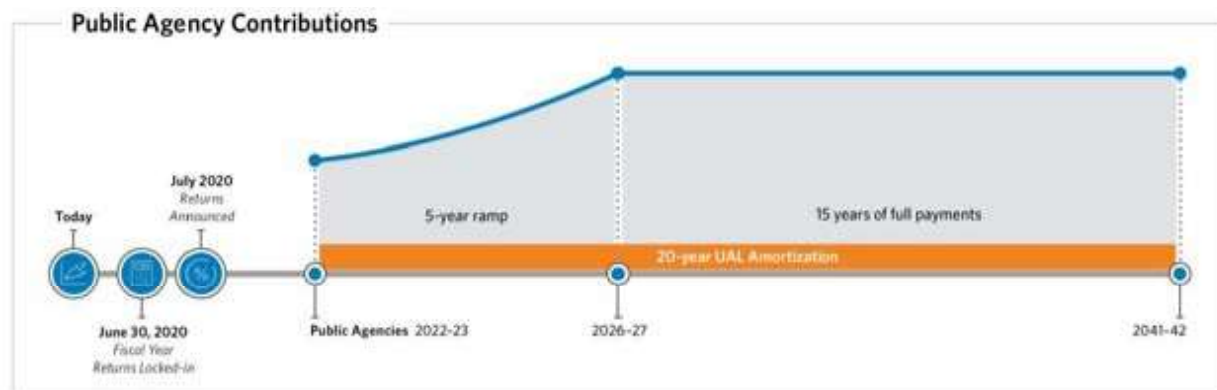
Table 4 below provides a summary of the expenditure changes by fund. Details regarding proposed budget reductions are described throughout the remainder of the report.

**TABLE 4**  
**EXPENDITURE REDUCTIONS MAJOR FUNDS**

Fund Name	FY 2019-20 Adopted Budget	FY 2020-21			
		FY 2020-21 Adopted Budget	FY 20-21 Revised Budget	Chng vs FY21	% Chng vs FY21
General Fund	\$69,988,200	\$72,484,400	\$65,804,000	(\$6,680,400)	-9%
Measure LL	2,488,100	2,635,600	1,518,900	(\$1,116,700)	-42%
Capital Improvement	7,066,600	6,786,600	4,986,600	(1,800,000)	-27%
Parking	3,882,600	3,923,200	2,997,300	(925,900)	-24%
Gas Tax	1,550,000	1,900,000	1,410,000	(490,000)	-26%
Street Lighting and Utility	716,200	1,706,900	1,729,900	23,000	1%
Sewer	13,830,500	14,927,300	13,295,300	(1,632,000)	-11%
Transit	4,216,400	4,211,400	2,983,800	(1,227,600)	-29%
Totals	\$103,738,600	\$108,575,400	\$94,725,800	(\$13,849,600)	-13%

### **Pension:**

While the pension outlook remains a concern, it is still too early to fully gauge what impacts the coronavirus and impending recession will have on the pension landscape. As of June 10, 2020, the CalPERS year-to-date investment returns were approximately 6.5%, just short of the 7% expected return. However, as illustrated in the CALPERS chart below, any economic impact of the coronavirus on the investments will not affect public agencies' contributions until FY 2022-23.



## II. GENERAL FUND

### Revenue Assumptions and Financial Scenarios:

As noted earlier, the severity and financial impact related to COVID-19 remains unknown. Therefore, staff prepared two revenue scenarios, a bad and a worse scenario.

**Bad Scenario:** This scenario assumes a stay-at-home order through early summer, with a recessionary economic period to follow. This scenario also assumes that physical distancing requirements will continue until the spring of 2021, with limited visitor capacity at hotels, restaurants, and other stores and entertainment venues. It is expected that businesses will continue to reopen in stages, and visitor travel and consumer spending will improve over the course of the fiscal year. Although there may be some temporary reductions in property tax revenue due to late payments and reduced growth in assessed value, overall reductions in property tax revenue are not anticipated.

**Worse Scenario:** This scenario assumes a stay-at-home order through early summer, with a significant economic recessionary period stymieing economic growth for the remainder of the fiscal year. This scenario also assumes a second wave of COVID-19 temporarily closing hotels, restaurants, and other businesses at some point during the fiscal year.

Table 5 below provides a summary of General Fund Revenue categories, including historical and projected revenue collections under the bad and worse scenarios. As noted earlier, the proposed budget assumes General Fund revenue under the bad scenario at \$63.3 million.

TABLE 5

General Fund Revenue Category	FY 2020-21 Adopted Budget	Bad Scenario			Worse Scenario		
		FY 2020-21 Bad Scenario	\$ Chng vs FY 20	\$ Chng vs FY 20	FY 2020-21 Worse Scenario	\$ Chng vs FY 20	\$ Chng vs FY 20
Property Tax	\$41,473,000	\$40,927,000	(\$546,000)	-1%	\$40,687,000	(\$786,000)	-2%
Sales Tax	6,130,000	4,280,000	(1,850,000)	-30%	3,350,000	(2,780,000)	-45%
Transient Occupancy Tax	8,530,000	4,655,000	(3,875,000)	-45%	3,724,000	(4,806,000)	-56%
Business License Tax	960,000	750,000	(210,000)	-22%	650,000.00	(310,000)	-32%
Other Taxes	1,250,000	1,250,000	0	0%	1,250,000.00	0	0%
Licenses & Permits	1,467,000	1,129,000	(338,000)	-23%	957,000.00	(510,000)	-35%
Citations	25,000	16,000	(9,000)	-36%	16,000.00	(9,000)	-36%
Use of Money & Property	1,619,000	1,459,000	(160,000)	-10%	1,359,000.00	(260,000)	-16%
Revenue from Other Agencies	1,366,500	1,602,300	235,800	17%	1,488,000.00	121,500	9%
Charges for Current Services - BID	2,857,000	1,474,000	(1,383,000)	-48%	1,200,000.00	(1,657,000)	-58%
Charges for Current Services	6,672,000	5,422,000	(1,250,000)	-19%	4,741,000.00	(1,931,000)	-29%
Reimbursements & Contributions	383,500	395,500	12,000	3%	395,500	12,000	3%
Other Revenue	54,000	54,000	0	0%	54,000	0	0%
<b>Totals</b>	<b>\$72,787,000</b>	<b>\$63,413,800</b>	<b>(\$9,373,200)</b>	<b>-13%</b>	<b>\$59,871,500</b>	<b>(\$12,915,500)</b>	<b>-18%</b>

### *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 \$15.9 billion. The properties are about 90% residential and 10% industrial and commercial. Property tax revenue is still expected to grow moderately. The proposed budget assumes secured property tax growth of 4.0% 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 13% of all General Fund revenues. The proposed budget assumes a 45% decrease for FY 2020-21. Each 1% increase or decrease in hotel tax equates to \$46,000 to the General Fund.

**Sales tax** accounts for 9% of the General Fund revenue. The proposed budget assumes a 30% decrease for FY 2020-21. Each 1% increase or decrease in hotel tax equates to \$42,000 to the General Fund. 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.

**Community Development Fees** account for 3% of the General Fund revenue. The proposed budget assumes a 25% decrease for FY 2020-21, roughly \$1.1 million. This estimate also reflects the 5% building fees and 15% planning and zoning fees increase approved by the City Council last year. If the economy reaches the worst scenario, development-related services would have to be curtailed even more.

**Interest Revenue** is projected at \$1.2 million for FY 2020-21.

### *General Fund Appropriations (Expenditures)*

Significant reductions and modifications to the proposed budget were necessary to address expected revenue shortfalls. This also includes merging recreation services into the Public Works Department and moving pool services to the Marine Safety Department to reduce costs. Table 6 highlights reductions by category across all departments in salaries and benefits; training, travel, dues; contractual services; capital equipment; and special programs.

**TABLE 6**

General Fund Category	FY 2020-21 Adopted Budget	Bad Scenario		
		FY 2020-21 Bad	\$ Chng vs	\$ Chng vs
Salaries and Wages	\$53,026,400	\$49,284,200	(3,742,200)	-7%
Training, Travel, and Dues	375,200	280,700	(94,500)	-25%
Contractual Services	7,534,200	6,456,000	(1,078,200)	-14%
Other Maintenance and Operations	5,963,700	5,674,000	(289,700)	-5%
Capital Equipment	750,000	500,000	(250,000)	-33%
Special Programs	4,834,900	3,609,100	(1,225,800)	-25%
<b>Totals</b>	<b>72,484,400</b>	<b>65,804,000</b>	<b>(6,680,400)</b>	<b>-9%</b>

Some of the more key changes to the department budget include:

General Government: Reduced overtime for administrative support by 91%, reduced costs of contract services for armored cash pick-up services at City Hall, adjusted printing budget related to municipal code updates saving \$2,000, and reduced services by \$5,000 for team building and goal-setting programs. The Proposed Budget also includes \$32,000 to broadcast City Council meeting through Zoom.

Administrative Services and Non-Department:

- **Human Resources:** Reduced part-time salaries of \$6,000, reduced advertising costs and pre-employment exams, reduced funding for compensation studies, and cut for \$25,000 in employee development programs.
- **Information Technology (IT):** Reduced funding for part-time staffing, adjusted costs for application maintenance due to migration to Microsoft Office 365, and reduced ongoing funding toward the hardware/software replacement reserve by 50%.
- **Communications:** The new division consolidates the communication budget that provides services in strategic public relations, creative services to departments, maintaining the City newsletter, maintain the City website, and press releases. With already limited resources, no reductions were made to the division.
- **Finance:** Part-time staffing reductions of \$16,000. Reduced printing costs and reduced contract services for PCI compliance audit and specialty audits.
- **Non-Department:** Funding to recognize exceptional performance by employees is reduced by 50%. Funding for the replacement of capital equipment is reduced by \$250,000. Reductions in material and supplies by 33% and a reduction in funding for strategic planning by \$2,000. Funding of \$250,000 has been added as a contingency for unplanned events such as a protests, severe weather, prolonged red flag warnings, or other unexpected events.

Police Department: Reduced overtime by 5%, adjusted the budgets for repairs and maintenance saving \$52,000, added a previously approved full-time senior information technology analyst position offset by a matching reduction in contractual services, eliminated unnecessary contract services for professional lab services of \$16,000, and eliminated airborne law enforcement services of \$16,000 as it was replaced. No reductions in Measure LL services are proposed. In the Parking Fund, eliminated two parking control officers in Parking Enforcement partially offset by adding part-time cadets.

Fire Department: Reduced overtime by 5% and eliminated part-time staffing reserved for miscellaneous administrative duties. The Department benefited from salary savings of \$147,000 due to an overestimate of salary changes in the original adopted budget. Also, the Defensible Inspector position funded as part of the Wildfire Mitigation and Fire Safety Fund has been removed from the proposed budget.

Marine Safety: Reduced overtime costs by 5% and reductions in training travel and dues.

Public Works:

- **Administration:** Reduced \$15,000 funding for digitizing public works records.
- **Engineering:** Reduced \$40,000 in contractual services for consulting services for studies and plan checks and reduced overtime costs by \$11,000.
- **Fleet Maintenance:** Reduced overtime salaries by 50%, saving \$10,000. Inversely, salaries redistributed from the General Fund to the Transit Fund decreased by \$146,000 due to the suspension of trolley services.
- **Parks and Building Maintenance:** Reduced \$20,000 in part-time salaries to reflect actuals hours worked for sidewalks sweeping and emergency callouts, reduced overtime salaries by 20% saving \$25,000, and adjusted the budget for fuel and lubricants saving \$21,000.
- **Street Maintenance:** Eliminated the vacant part-time laborer position saving \$26,000, reduced overtime by 37% saving \$20,000, adjusted the budget for fuel and lubricants saving \$26,000, and reduced materials and supplies by 12% saving \$17,000.
- **Community Services Recreation:** Eliminated a vacant administrative assistant position saving \$63,400 in salaries, furloughed three positions for one month saving \$17,000, and reduced part-time salaries by 25% and contractual services by 42% due to the cancellation of recreation programs and special events saving \$333,000.

Community Development:

- **Administration:** Reduced costs related to adjusting software and other maintenance contract saving \$39,500
- **Zoning:** Eliminated a vacant Associate Planner Position, bringing the total number of Association Planners to three, eliminated contract services for Associate Planner savings \$72,000, reduced costs for Historical Inventory Consultant saving \$36,000
- **Code Enforcement:** Reduced contract funding by \$60,000 for short-term lodging enforcement.
- **Building Safety:** Reduced contract funding by \$60,000 for short-term lodging enforcement, and reduced contract services for a code enforcement building inspector by \$5,000.
- **Planning:** Savings of \$17,000 related to the elimination of unnecessary software maintenance costs, and reduced funding of \$10,000 for view restoration contract program arborist and a reduction of \$6,700 for the historical inventory consultant.

Cultural Arts: Eliminated the vacant part-time arts program coordinator position, saving a total of \$41,000.

Even though there are significant reductions in the General Fund, there are some programs that are included in the proposed budget that are maintained and should be mentioned:

- No significant reductions to Police, Fire, and Marine Safety staffing or related services. This includes the retention of seasonal Traffic Control personnel, Beach Patrol Officers, and two year-round Community Outreach Officers.
- Limited reductions in core City services, except recreation and transit services, due to limitations on providing those service due to COVID-19.
- No layoffs and only vacant positions are proposed for elimination.
- Furloughs limited to the summer for recreation and transit services and most full-time employees have been temporarily reassigned to other services
- The budget includes funding of \$500,000 to replace capital equipment, which is still a reduction of \$250,000 but can be accommodated for one year.

Overall, the City's General Fund is estimated to have \$63.4 million in revenue and \$65.8 million in expenditures, leaving an operating deficit of roughly \$1.5 million that is recommended to be covered by reserves, leaving General Fund reserve of \$11.6 million, or 17% of operating expenditures, for the future.

## **VII. TRANSIT FUND**

On May 12, 2020, the City Council suspended all trolley services through January 2021. However, the City Council requested to revisit this issue after the summer season or once the State enters Stage 4 of the reopening plan, whichever is sooner. For planning purposes, the Proposed Budget includes funding for transit services if they were to resume after Labor Day. The proposed Transit Fund budget includes funding for Neighborhood Weekday Trolley Services (formally called Mainline Service); Summer Festival Trolley Services beginning next year, June of 2021, and the Weekend Coastal Trolley Services. The Neighborhood Weekend Trolley Services did not meet the ridership requirements to maintain its grant funding from OCTA and has been removed from the budget. The Summer Breeze services have been canceled for 2020, and specialized transit services that address the transportation needs of seniors and persons with disabilities have been transferred to Sally's Fund.

While transit services are funded under the State Transportation Development Act and the Measure M2 Community-Based Circulators Program (Project V) grant, the transit system will continue to require a subsidy from the Parking Fund of approximately \$1.3 million in FY 2020-21. This is in addition to the \$300,000 set aside from the Parking Fund annually for the replacement of the transit fleet, which is currently comprised of 25 trolleys (9 are leased), 2 buses, and 1 van, for a total fleet of 28 vehicles.



## VIII. MEASURE LL FUND

Prioritization of Measure LL spending includes protecting beaches from pollution; augmenting 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 an estimate for Measure LL revenue of \$1.5 million in FY 2020-21, a reduction in revenue of approximately \$1.4 million. Funding of \$1.5 million is proposed for public safety services that include beach patrols, a community services officer and continuing additional patrols at Main Beach, Heisler Park, and in South Laguna. The Measure LL Fund is balanced. Highlights of the changes are shown in Table 7.

TABLE 7

	Department	Fund	Budget Adjustment Actions	Revenue Adjustments	Expense Adjustment
1	<i>Revenue Change</i>	<i>Measure LL</i>	Transient Occupancy Tax: Assumes a 50% reduction in revenue July-December and a 75% reduction in revenue from January-June	(\$1,327,000)	
2	<i>Public Works</i>	<i>Measure LL</i>	Reduce contribution to the Wildfire Mitigation and Fire Safety Fund		1,000,000
3	<i>Fund Balance</i>	<i>Measure LL</i>	Reduction of available fund balance		201,400
4	<i>Public Works</i>	<i>Measure LL</i>	Reduce funding downtown detail cleaning and daily maintenance by 50%		63,600
5	<i>Public Works</i>	<i>Measure LL</i>	Eliminate Funding for Summer Main Beach Restroom Cleaning		33,400
6	<i>Public Works</i>	<i>Measure LL</i>	Eliminate Supplemental Funding for Beach Cleanup and Kelp Removal		26,600
7	<i>Public Works</i>	<i>Measure LL</i>	Reduce funding for steam cleaning of highly traveled areas limiting the frequency of the cleaning to once every other week		18,900
8		<i>Measure LL</i>	Net other changes to salary and benefits		(25,800)
9		<i>Measure LL</i>	Add: Funding From Beginning Fund Balance for FY 2020-21		8,900
<b>Totals</b>				(\$1,327,000)	\$1,327,000
<b>Difference</b>					-

## IX. PARKING FUND

The Parking Fund includes appropriations of \$2.9 million for parking enforcement, parking facility maintenance, and the downtown parking program. The proposed Parking Fund budget also includes transfers in FY 2020-21 of \$1.3 million to the Transit Fund, a transfer of \$300,000 to the Vehicle Replacement Fund for the future replacement and lease of transit vehicles, and a transfer of \$525,000 to the General Fund. At the end of FY 2020-21, the Parking Fund is projected to have an ending Fund Balance of approximately \$3.4 million. The proposed budget assumes parking revenue decreased by 15%, or \$923,000, next year. The offset to those reductions is summarized in Table 8.

TABLE 8

	Department	Fund	Budget Adjustment Actions	Revenue Adjustments	Expense Adjustment
1	Revenue Change	Parking Fund	Parking Revenue: assumed a 15% decrease in on street and parking lot revenue for the fiscal year reducing revenue by \$921,000, and minor reductions in other revenue sources of \$15,000	(\$923,000)	
2	Police Department- Enforcement	Parking Fund	Eliminate two parking control officer positions that will be replacement with part-time cadet positions.		221,000
3	Public Works - Downtown Parking	Parking Fund	Defer replacement of parking meters and increases funding for maintenance costs		150,000
4	Public Works	Parking Fund	Eliminate vacant Senior Administrative Analyst position		124,000
5	Public Works	Parking Fund	Reduce part time staffing related to summer services by 75%		80,900
6	Public Works - Downtown Parking	Parking Fund	Reduction in funding for parking lot leases for Summer Breeze Program		76,000
7	Public Works - Downtown Parking	Parking Fund	Eliminate Funding for Wayfinding Signage		20,000
8	Public Works and PD	Parking Fund	Additional modifications to the Parking Fund		254,000
<b>Totals</b>				(\$923,000)	\$925,900
<b>Balance to Parking Fund Available Fund Balance</b>					2,900

In addition, in the current year, FY 2019-20, the Parking Fund has existing appropriations for capital improvement projects that included \$630,000 for the Sewer Digester Building Preservation (total cost of the project is \$930,000 offset by a \$200,000 contribution by the MacGillivrays), and \$175,000 for the Sewer Digester Sludge Removal. The City Council requested to discuss these two projects as part of the Proposed Budget.

## **X. STREET LIGHTING FUND**

The Street Lighting Fund continues to be adequately financed from a dedicated portion of the property tax revenue. As noted earlier, there are no proposed changes to property tax revenue estimates. The fund revenues are expected to exceed operating costs by more than \$1 million. It is proposed the \$1 million be used 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.

The Street Lighting Fund will receive a side-fund loan repayment of \$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. This payment is offset by a transfer to the Wildfire Mitigation and Fire Safety Fund of \$736,500.

## **XI. GAS TAX FUND**

Gas Tax fund revenue is expected to decrease just \$30,000 next year. However, a transfer from the Capital Improvement Fund to the Gas Tax Fund of \$560,000 was eliminated to adjust for the significant revenue reduction in that Fund. Therefore, the proposed budget continues to include roughly \$1.4 million (a decrease from \$1.9 million) for street and sidewalk repairs, curb ramp installations, and slurry seal over the next year. This one-year reduction should allow the streets to be maintained in good condition but cannot be sustained without impacting the condition of streets.

## **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. Also, in response to the significant revenue losses in the current year, FY 2019-20, the Council eliminated the mid-year savings transfer for the current year and the prior year, reducing the available fund balance in the Open Space Fund by \$600,000.

Also, the City Council reserved \$500,000 for the South Laguna Community Garden. That reserve will expire on June 30, 2021.

## **XIII. CAPITAL IMPROVEMENT PROGRAM**

In addition to the impacts in the Operating Budget, the proposed budget also required reprioritization of project funding and timing in the Capital Improvement Program for FY 2020-21 and the remainder of the 10-Year Capital Improvement Program (CIP). Modifications were necessary due to significant reductions in anticipated transient occupancy tax revenue of \$2.6 million.

To balance the CIP budget, the goal was to keep the highest priority projects based on criteria such as health and safety issues and council priorities, while making strategic reductions to reprogram lower priority projects.

Below is a summary of recommended changes over the next two years:

- Defer \$1.3 million of construction funds for Anita Street Beach Access Improvements to coincide with year scheduled for construction.
- Reduce construction funding by \$500,000 for 862 Summit Drive Slope Repair based on revised construction estimate.
- Defer \$500,000 construction funds for Main Beach Park Renovation to coincide with year scheduled for construction.
- Reallocate funding for Future Infrastructure Projects to Slurry Seal projects due to reduced SB1 revenue projections.
- Reallocate construction funds for Slurry Seal projects to coincide with the year scheduled for construction.
- Cancel \$600,000 for the Loma Terrace Street and Drainage Improvements; drainage will be addressed with a separate future project.
- Defer \$400,000 construction funds for Laguna Canyon Road Staging Area Improvements until final design is completed.

- Defer \$500,000 in design and construction funds for Cerritos Drive to Dunning Drive Access and Drainage Improvement for three years.
- Defer \$500,000 for Dog Park Slope Stabilization for three years.
- Defer \$400,000 for Citywide Playgrounds and Parks Renovation until the final design is completed.

It should also be mentioned that the current year Capital Improvement Fund includes funding for several notable projects that included \$4.9 million for the library acquisition, \$1.8 million for the Downtown Action Plan (another \$200,000 added in FY 2020-21), \$5.7 million for the Coast Highway and Sidewalk Construction Project, and \$2.3 million for the Alta Laguna, Top of the World and Riddle Field Park Renovations.

Pages 217 through 233 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 \$4 million for FY 2020-21.

#### **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. No changes are proposed at this time.

#### **XV. WASTEWATER FUND**

The proposed budget incorporates the Wastewater budget approved by the City Council on April 28, 2020. The changes included a 5% rate increase for FY 2020-21, approval of a financial plan, and changes to the wastewater 10-year capital improvement program. Summary information regarding these programs can be found on page 235.

#### **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 changes or use of the reserve 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 Vehicle Replacement Fund provides funding to replace the City's vehicles at the end of their useful lives. The proposed budget makes no changes and continues to replace eight 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 insurance, 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 decreases funding for health insurance costs by 9% and a \$100,000 decrease for general liability charges to the General Fund.

## **XVIII. ACKNOWLEDGEMENTS**

I would like to thank Department Directors and staff for their assistance in developing a revised budget plan that allocates resources to maintain most city services and maintains prudent reserves.

I would also like to especially thank Director of Administrative Services Gavin Curran and Finance Manager Kris Ryan for their work in preparing the proposed budget.

Respectfully submitted,

John Pietig  
City Manager

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## **PENSIONS**

### **Background and History:**

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, typically 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 \$72 million (74% funded) and includes Police Safety Plans (unfunded liability of \$21.9 million), Fire Safety plans (unfunded liability of \$17.9 million), Lifeguard Safety Plans (unfunded liability of \$1.9 million), and the Miscellaneous Plans (unfunded liability of \$29.9 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 the cost of \$485 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 investment 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 on the City's budget is an increase in the normal cost by 1% to 3% as a percentage of payroll for the miscellaneous plan 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, the City Council approved a strategy to incrementally appropriate ongoing revenues above budget estimates toward increases in pension payments. The unexpected losses in revenues due to COVID-19 will likely require a new pension strategy going forward.

# **INTRODUCTION**

## ***“How to Use This Budget”***

The Revised Budget for the City of Laguna Beach for fiscal year 2020-21 was submitted to the City Council by June 15, 2020.

The Introduction follows the City Manager’s Executive Summary that accompanied the Revised Budget. The discussion of issues in the City Manager’s Executive Summary refers only to the Revised Budget as submitted at that time and any supplemental materials provide to the City Council on June 23, 2020, or June 30, 2020.

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

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 2020-21.....</b>	<b>Page 25</b>
<b>Sources &amp; Uses of Funds by Department &amp; Fund FY 2020-21 .....</b>	<b>Page 26</b>
<b>Sources &amp; Uses of Funds by Department &amp; Fund FY 2020-21 Chart...</b>	<b>Page 27</b>
<b>Capital Improvements by Category.....</b>	<b>Page 28</b>
<b>Ten Year Capital Improvement Program Summary by Project Type.....</b>	<b>Page 29</b>
<b>History of Authorized Positions.....</b>	<b>Page 31</b>
<b>Summary of Positions unfunded, frozen, furloughed, or eliminated.....</b>	<b>Page 32</b>
<b>Demographic Information.....</b>	<b>Page 33</b>

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# 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	\$344,730	\$63,538,800	1,921,770 <sup>2</sup>	\$65,805,300	\$0 <sup>7</sup>
Measure LL	12,249	1,510,000	116,000 <sup>3</sup>	1,634,900	3,349
Open Space	212,673			20,000	192,673
Capital Improvement	718,554	4,321,000		4,986,600	52,954
Parking Authority	1,607,296	6,894,700	(2,121,000) <sup>4</sup>	2,997,300	3,383,696
Parking in Lieu	938				938
Park in Lieu	168,800				168,800 <sup>6</sup>
Art in Lieu	153,139				153,139
Drainage	77,233				77,233
Housing in Lieu	471,333				471,333
Gas Tax	60,967	1,358,000		1,410,000	8,967
Street Lighting and Utility	2,615,275	1,822,000	48,300 <sup>5</sup>	1,729,900	2,755,675
Wastewater	1,838,725	12,666,000		13,295,300	1,209,425
Disaster Contingency	6,540,498	100,000			6,640,498
Wildfire Mitigation & Fire Safety	198,500		736,500	735,000	200,000
Transportation Infrastructure	91,287	1,000			92,287
Transit	2,000	1,687,800	1,296,000	2,983,800	2,000
<b>Total</b>	<b>\$15,114,197</b>	<b>\$93,899,300</b>	<b>\$1,997,570</b>	<b>\$95,598,100</b>	<b>\$15,412,967</b>
<b><u>Internal Service Funds</u></b>					
Insurance	2,876,437	11,292,900		12,548,900	1,620,437
Vehicle Replacement	2,146,426	1,657,800	300,000	423,000	3,681,226
<b>Total</b>	<b>\$5,022,863</b>	<b>\$12,950,700</b>	<b>\$300,000</b>	<b>\$12,971,900</b>	<b>\$5,301,663</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 transfer in of \$525,000 from the Parking Authority Fund, a transfer in of \$1,512,770 from the General Fund Reserve, and a transfer out of \$116,000 to the Measure LL Fund.

<sup>3</sup>Includes a transfer in of \$116,000 from the General Fund.

<sup>4</sup>Includes a transfer out of \$525,000 to the General Fund, a transfer out of \$1,296,000 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, and a transfer out of \$736,500 to the Wildfire Mitigation and Fire Safety Fund.

<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 17% General Fund Operating Reserve equal \$11.6 million which is not shown in this fund balance. A reserve of \$1.2 million to offset future pension cost increases are not shown in this fund balance.

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

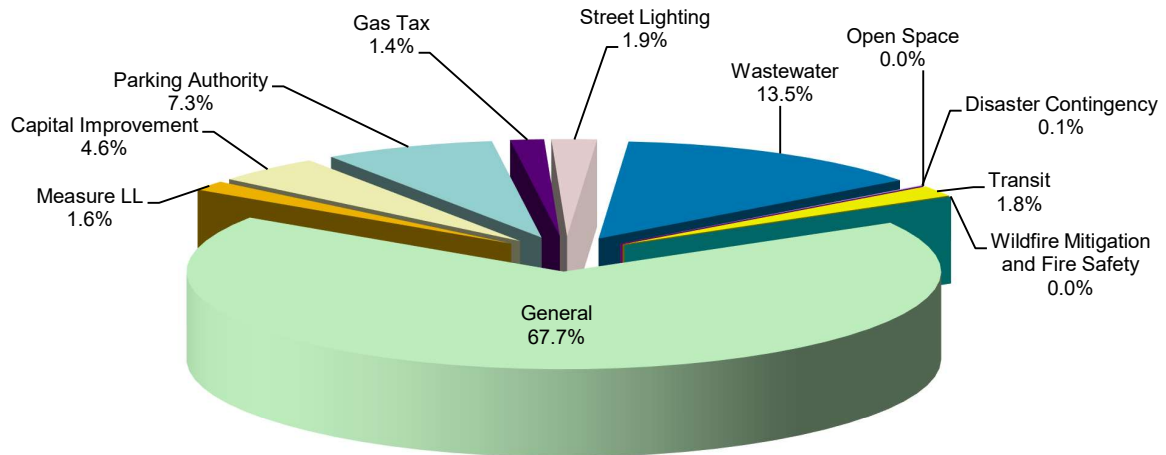
	Total Budget (All Funds)	Total Budget Allocated by Fund																Internal Service Funds			
		General Fund	Measure LL Fund	Open Space	Capital Improvement	Parking Authority	Parking In Lieu	Park In Lieu	Art In Lieu	Drainage Fund	Housing In Lieu	Gas Tax	Street Lighting	Wastewater Fund	Disaster Relief	Wildfire Mitigation	Transportation Infrastructure	Transit Fund	Service Funds		
																			Vehicle Repl.	Insurance	
<b>SOURCES OF FUNDS</b>																					
BEGINNING BALANCE: July 1, 2020																					
Revenues		15,114,197	344,730	12,249	212,673	718,554	1,607,296	938	168,800	153,139	77,233	471,333	60,967	2,615,275	1,838,725	6,540,498	198,500	91,287	2,000	2,146,426	2,876,437
Transfers: In/(Out)		93,899,300	63,538,800	1,510,000	0	4,321,000	6,894,700	0	0	0	0	0	1,358,000	1,822,000	12,666,000	100,000	736,500	1,000	1,687,800	1,657,800	11,292,900
		1,997,570	1,921,770	116,000			(2,121,000)							48,300					1,296,000	300,000	
TOTAL SOURCES OF FUNDS		111,011,067	65,805,300	1,638,249	212,673	5,039,554	6,380,996	938	168,800	153,139	77,233	471,333	1,418,967	4,485,575	14,504,725	6,640,498	935,000	92,287	2,985,800	4,104,226	14,169,337
<b>USES OF FUNDS</b>																					
City Council (p. 33)		122,900																			
City Manager (p. 34)		905,400																			
City Clerk (p. 36)		447,600																			
City Treasurer (p. 38)		175,200																			
City Attorney (p. 40)		800,000																			
Administrative Services (p. 41)		4,081,300			20,000																
Police (p. 53)		20,569,200					865,700														
Fire (p. 70)		14,563,300		600,700																	
Marine Safety (p. 81)		13,474,100		354,200																	
Public Works (p. 87)		3,886,900		362,400																	
Water Quality (p. 111)		28,396,800		317,600		4,986,600	2,131,600						1,410,000	1,729,900	13,295,300				2,983,800		
Community Development (p. 122)		13,945,600																			
Community Services (p. 135)		5,965,700																			
Cultural Arts (p. 147)		0																			
		1,738,200		1,738,200																	
TOTAL USES OF FUNDS		95,598,100	65,805,300	1,634,900	20,000	4,986,600	2,997,300	0	0	0	0	0	1,410,000	1,729,900	13,295,300	0	735,000	0	2,983,800	423,000	12,548,900
ENDING BALANCE: June 30, 2021		15,412,967	0	3,349	192,673	52,954	3,383,696	938	168,800	153,139	77,233	471,333	8,967	2,755,675	1,209,425	6,640,498	200,000	92,287	2,000	3,681,226	1,620,437

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

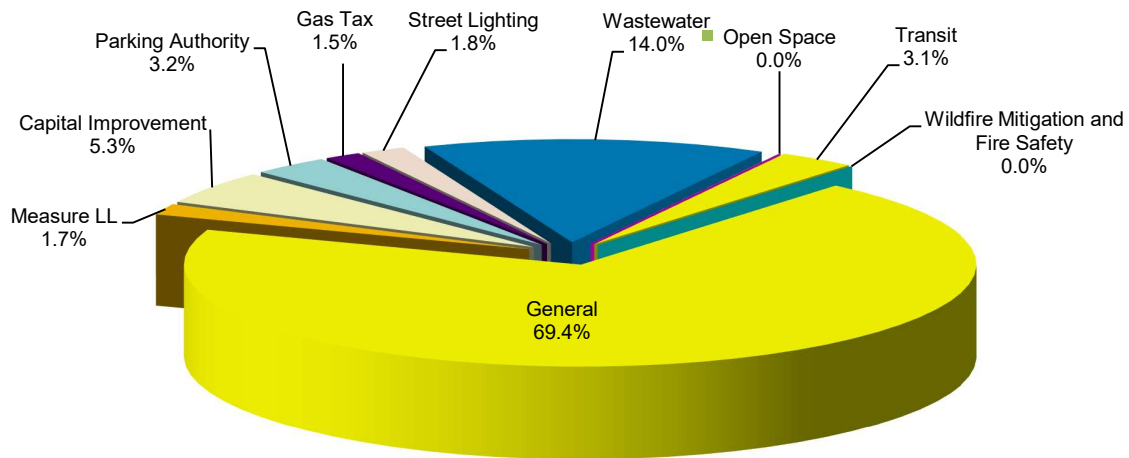
## Sources & Uses of Funds<sup>1</sup>

## All Funds

### Revenue Source by Fund FY 2020-21 Revised

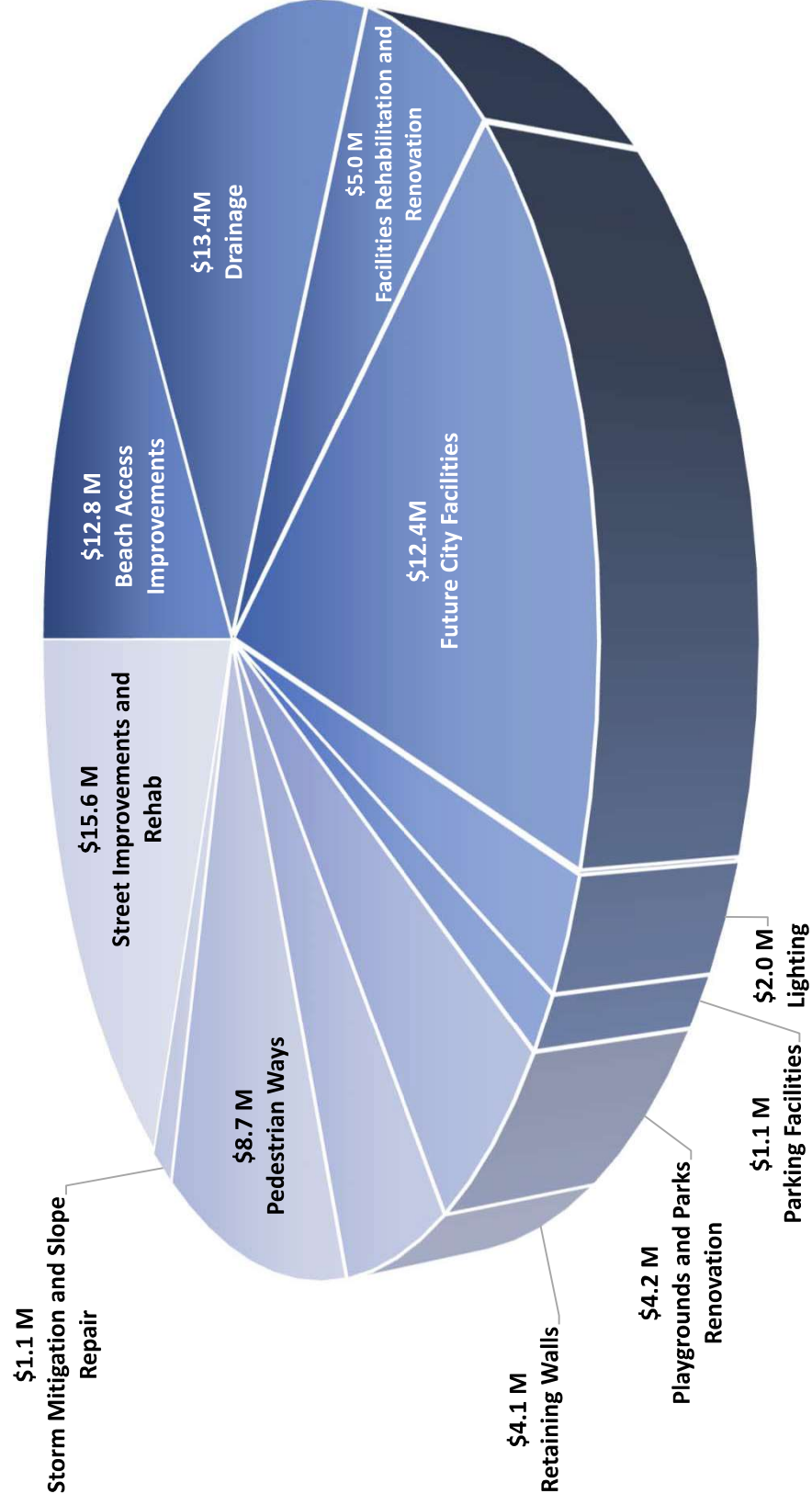


### Expenditures by Fund FY 2020-21 Revised



<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 20/21 to FY 29/30 Total \$ 80.4 Million (M)



10 YEAR CIP SUMMARY BY PROJECT TYPE

PROJECT TYPE	Current YR FY 19/20	Year 1 FY 20/21	Year 2 FY 21/22	Year 3 FY 22/23	Year 4 FY 23/24	Year 5 FY 24/25	Year 6 FY 25/26	Year 7 FY 26/27	Year 8 FY 27/28	Year 9 FY 28/29	Year 10 FY 29/30	10 Year CIP TOTALS:
Beach Access Improvements	\$ -	\$ 350,000	\$ 1,660,000	\$ 2,450,000	\$ 1,350,000	\$ 2,500,000	\$ 1,250,000	\$ 650,000	\$ 1,400,000	\$ 1,200,000	\$ -	\$ 12,810,000 14%
Drainage	\$ 650,000	\$ 2,280,000	\$ 450,000	\$ 800,000	\$ 1,300,000	\$ -	\$ 650,000	\$ 1,250,000	\$ 2,700,000	\$ 1,600,000	\$ 2,400,000	\$ 14,080,000 16%
Facilities Rehabilitation and Renovation	\$ 600,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 700,000	\$ 300,000	\$ 400,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 300,000	\$ 5,600,000 6%
Fuel Modifications/ Fire Safety	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000 1%
Future City Facilities	\$ 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	\$ 2,000,000	\$ 13,350,000 15%
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	\$ 180,000	\$ 850,000	\$ 400,000	\$ 400,000	\$ 450,000	\$ 300,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 4,380,000 5%
Pedestrian Ways	\$ 2,760,000	\$ 550,000	\$ 100,000	\$ 750,000	\$ 250,000	\$ 2,400,000	\$ 800,000	\$ 2,200,000	\$ 100,000	\$ 100,000	\$ 1,450,000	\$ 11,460,000 13%
Retaining Walls	\$ -	\$ 300,000	\$ 550,000	\$ 300,000	\$ 1,800,000	\$ 800,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 4,100,000 5%
Storm Mitigation and Slope Repair	\$ 670,000	\$ 140,000	\$ -	\$ -	\$ -	\$ 100,000	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ 1,810,000 2%
Street Improvements and Rehab	\$ 1,810,000	\$ 1,690,000	\$ 1,185,000	\$ 1,190,000	\$ 1,905,000	\$ 1,115,000	\$ 2,050,000	\$ 1,752,000	\$ 1,200,000	\$ 1,850,000	\$ 1,625,000	\$ 17,372,000 20%
TOTALS:	\$ 8,590,000	\$ 7,370,000	\$ 7,695,000	\$ 7,790,000	\$ 8,305,000	\$ 8,365,000	\$ 7,700,000	\$ 8,252,000	\$ 8,650,000	\$ 8,150,000	\$ 8,175,000	\$ 89,042,000

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## ***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.*

## Positions Unfunded, Frozen, Furloughed, or Eliminated

<u>Position Title</u>	<i>No. of Positions</i>	<i>Salaries</i>
	<b>Revised Budget 2020-21</b>	<b>Revised Budget 2020-21</b>
<u>Unfunded</u>		
Defendable Space Inspector <sup>(1)</sup>	(2.00)	(200,000)
<u>Position Furloughed for July 2020</u>		
Senior Services Coordinator <sup>(2)</sup>		(7,400)
Senior Office Specialist <sup>(2)</sup>		(5,300)
Senior Recreation Supervisor <sup>(2)</sup>		(4,700)
Transit Supervisor <sup>(3)</sup>		(10,900)
Bus Driver <sup>(3)</sup>		(6,800)
Equipment Mechanic <sup>(3)</sup>		(19,700)
<u>Positions Eliminated</u>		
Administrative Assistant (Public Works)	(1.00)	(63,400)
Sr. Administrative Analyst (Public Works)	(1.00)	(95,600)
Associate Planner (Community Development)	(1.00)	(95,200)
Building Inspector (Community Development)	(1.00)	(95,500)
Parking Control Officer (Parking)	(2.00)	(156,300)
<b>TOTAL</b>	<b>- (6.000)</b>	<b>(560,800)</b>

(1)Defunded from the Wildfire Mitigation and Fire Safety Fund on April 7, 2020

(2)Furloughed for the months of July 2020

(3)Furloughed for the months of July and August 2020



## 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	0.681	13.6	95	41	8	56	15	32	5	1	273.281
19-20	2	4	0.681	16	94	42	8	57	16	35	5	2	281.681
20-21	2	4	0.681	16	96	42	8	57	17	35	5	2	284.681
20-21	2	4	0.681	16	94	42	9	59	17	33	0	2	278.681
<i>Measure LL Positions:</i>													
19-20					3	1	2	1					7
20-21					3	1	2	1					7

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## Section II

# **Revenues**

<b>Revenue Summary.....</b>	<b>Page 36</b>
<b>Revenue Detail.....</b>	<b>Page 38</b>
<b>General Fund Analysis Charts.....</b>	<b>Page 45</b>
<b>All Funds Analysis Charts.....</b>	<b>Page 46</b>
<b>Description of Key Revenue Sources.....</b>	<b>Page 50</b>
<b>In Lieu Contributions – Use of Money.....</b>	<b>Page 52</b>

# Revenue Summary

## Fiscal Year 2020-21

# All Funds

	Adopted FY 2020-21	% of Total	Revised FY 2020-21	% of Total	Difference
<b>General Fund</b>					
Property Tax	\$41,473,000		\$40,927,000		(\$546,000)
Sales Tax	6,130,000		4,280,000		(1,850,000)
Transient Occupancy Tax	8,530,000		4,655,000		(3,875,000)
Business License Tax	960,000		750,000		(210,000)
Other Taxes	1,250,000		1,250,000		0
Licenses & Permits	1,467,000		1,129,000		(338,000)
Citations	25,000		16,000		(9,000)
Use of Money & Property	1,619,000		1,584,000		(35,000)
Revenue from Other Agencies	1,366,500		1,602,300		235,800
Charges for Current Services - BID	2,857,000		1,474,000		(1,383,000)
Charges for Current Services	6,672,000		5,422,000		(1,250,000)
Reimbursements & Contributions	383,500		395,500		12,000
Other Revenue	54,000		54,000		0
Subtotal General Fund	<b>72,787,000</b>	66.34%	<b>63,538,800</b>	67.67%	<b>(9,248,200)</b>
<b>Measure LL Fund</b>	<b>2,837,000</b>	2.54%	<b>1,510,000</b>	1.61%	<b>(1,327,000)</b>
<b>Capital Improvement Fund</b>					
Transient Occupancy Tax	5,455,000		2,802,000		(2,653,000)
Parking & Other Fines	1,028,000		898,000		(130,000)
Real Property Transfer Tax	760,000		500,000		(260,000)
Building Construction Tax	150,000		120,000		(30,000)
Other Revenue	1,000		1,000		0
Subtotal Capital Improvement	<b>7,394,000</b>	6.62%	<b>4,321,000</b>	4.60%	<b>(3,073,000)</b>
<b>Parking Authority Fund</b>					
Parking Lots & Meters	6,668,000		5,746,700		(921,300)
Parking Permits	1,120,000		1,120,000		0
Other Revenue	30,000		28,000		(2,000)
Subtotal Parking Authority Fund	<b>7,818,000</b>	7.00%	<b>6,894,700</b>	7.34%	<b>(923,300)</b>
<b>Gas Tax Fund</b>	<b>1,388,000</b>	1.24%	<b>1,358,000</b>	1.45%	<b>(30,000)</b>
<b>Street Lighting Fund</b>	<b>1,846,100</b>	1.65%	<b>1,822,000</b>	1.94%	<b>(24,100)</b>
<b>Wastewater Fund</b>					
Wastewater Service Charges	9,231,000		9,183,000		(48,000)
Other Revenue	15,000		1,015,000		1,000,000
State Loan	5,618,000		2,468,000		(3,150,000)
Subtotal Wastewater Fund	<b>14,864,000</b>	13.30%	<b>12,666,000</b>	13.49%	<b>(2,198,000)</b>
<b>Disaster Contingency Fund</b>	<b>100,000</b>	0.09%	<b>100,000</b>	0.11%	<b>0</b>

## Revenue Summary

### *Fiscal Year 2020-21*

## All Funds

	Adopted FY 2020-21	% of Total	Revised FY 2020-21	% of Total	Difference
<b>Transportation Infrastructure</b>	<b>2,000</b>	0.00%	<b>1,000</b>	0.00%	<b>(1,000)</b>
<b>Transit Fund</b>					
State Grants	1,237,000		1,000,000		(237,000)
Bus Fares & Other Income	189,500		20,000		(169,500)
Revenue from Other Agencies	1,188,700		667,800		(520,900)
Parking Authority Fund Subsidy	110,000		0		(110,000)
Subtotal Transit Fund	<b>2,725,200</b>	2.44%	<b>1,687,800</b>	1.80%	<b>(1,037,400)</b>
<b>TOTAL ALL REVENUES</b>	<b><u>\$111,761,300</u></b>	<b>100%</b>	<b><u>\$93,899,300</u></b>	<b>100.00%</b>	<b><u>(\$17,862,000)</u></b>

# Revenue Detail

## Fiscal Year 2020-21

# All Funds

Object	Account Title	Revised Actuals 2018-19	Adopted Budget 2019-20	Revised Estimate 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>110</b>	<b>GENERAL FUND</b>					
	<b><u>Property Tax</u></b>					
3010	Current Secured	\$32,590,850	\$34,252,000	\$34,310,000	\$36,151,000	\$35,725,000
3015	Public Utility	329,480	260,000	323,000	260,000	260,000
3020	Current Unsecured	1,012,972	950,000	1,000,000	950,000	950,000
3025	Supplemental Apportionment	947,169	250,000	650,000	250,000	250,000
3030	Prior Years	194,479	220,000	220,000	220,000	200,000
3040	Other Property Taxes	5,079	2,000	2,000	2,000	2,000
3050	Interest & Penalties - Delinquencies	103,252	90,000	90,000	90,000	90,000
3080	In Lieu of VLF	3,152,627	3,350,000	3,300,000	3,550,000	3,450,000
	Subtotal	38,335,907	39,374,000	39,895,000	41,473,000	40,927,000
	<b><u>Other Taxes</u></b>					
3101	Sales Tax - General	5,743,278	5,610,000	4,320,000	5,725,000	4,000,000
3103	Sales Tax - Public Safety	379,455	395,000	290,000	405,000	280,000
3112	Transient Occupancy Tax	7,047,388	7,610,000	4,350,000	8,030,000	4,350,000
3114	TOT-Short Term Lodging	495,337	500,000	300,000	500,000	305,000
3118	Franchise Tax - Trash	217,420	210,000	210,000	210,000	210,000
3119	Franchise Tax - Cable TV	646,357	640,000	640,000	640,000	640,000
3120	Franchise Tax - Natural Gas	64,514	90,000	90,000	90,000	90,000
3121	Franchise Tax - Electricity	292,241	310,000	310,000	310,000	310,000
3135	Business License Tax	1,002,074	960,000	800,000	960,000	750,000
	Subtotal	15,888,064	16,325,000	11,310,000	16,870,000	10,935,000
	<b><u>Licenses and Permits</u></b>					
3137	AB 1379 State Fee		7,000	15,000	7,000	7,000
3300	Animal Licenses	77,893	90,000	73,000	90,000	90,000
3310	Building Permits	1,035,054	1,050,000	773,400	1,050,000	788,000
3311	SB 1473-CBSC		1,000	1,000	1,000	1,000
3312	Strong Motion Impact Program		2,000	2,600	2,000	2,000
3313	Plumbing Permits	45,169	50,000	29,600	50,000	38,000
3316	Electric Permits	62,015	63,000	52,400	63,000	48,000
3319	Mechanical Permits	61,877	50,000	53,200	50,000	38,000
3320	Coastal Development Permits	51,897	80,000	68,500	80,000	60,000
3328	Public Works Permits	4,953	10,000	5,000	10,000	5,000
3335	Grading Permits	2,563	2,000	1,300	2,000	2,000
3340	Temporary Use Permits	4,670	5,000	4,400	5,000	4,000
3345	Conditional Use Permits	18,365	23,000	14,900	23,000	17,000
3350	Encroachment Permits	12,171	12,000	11,100	12,000	9,000
3360	Alarm Permits	24,935	22,000	20,000	22,000	20,000
	Subtotal	1,401,562	1,467,000	1,125,400	1,467,000	1,129,000
	<b><u>Fines and Penalties</u></b>					
3440	Citations - Code Enforcement	22,569	24,000	10,000	24,000	15,000
3441	Citations - Water Quality	900	1,000	1,000	1,000	1,000
	Subtotal	23,469	25,000	11,000	25,000	16,000
	<b><u>Use of Money and Property</u></b>					
3500	Investment Earnings	3,513,444	1,100,000	1,450,000	1,100,000	1,325,000
3501	Interest on Side Fund Loan	114,227	93,000	93,000	72,000	72,000
3510	Rent - Community Center	8,971	11,000	11,000	11,000	11,000
3511	Rent-Veterans Memorial Comm.Center	22,298	42,000	45,000	42,000	42,000
3512	Lease-Food Pantry	6,000	12,000	12,000	12,000	12,000
3515	Rent - Festival of Arts	264,852	260,000	253,000	260,000	0

**Revenue Detail**  
**Fiscal Year 2020-21**

**All  
Funds**

Object	Account Title	Revised Actuals 2018-19	Adopted Budget 2019-20	Revised Estimate 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
3530	Rent - Moulton Playhouse	2,750	15,000	17,000	15,000	15,000
3540	Rent - Anneliese Pre-School	93,472	82,000	82,000	82,000	82,000
3550	Rent - Miscellaneous	27,174	25,000	25,000	25,000	25,000
	Subtotal	4,053,189	1,640,000	1,988,000	1,619,000	1,584,000
	<b><u>From Other Agencies</u></b>					
3601	Motor Vehicle In-Lieu Tax	11,188		19,000		0
3602	AQMD	9,727		14,000		0
3615	Homeowners Property Tax Relief	180,137	190,000	190,000	190,000	190,000
3689	DEA Task Force			18,649		
3635	Peace Officers Standards & Training	12,404	19,000	19,000	19,000	19,000
3636	POST - Fire	38,264	15,000	15,000	15,000	15,000
3645	CERTGrant			10,000		
3663	Coastal Conservancy Grant			5,500		
3685	HEAP Grant		454,500	454,500	454,500	454,500
3690	Mutual Aid Contract	380,247	250,000	250,000	250,000	250,000
	<b><u>State Grants:</u></b>					
3640	Recycling-State	11,248	5,000	5,000	5,000	5,000
3641	Used Oil Recycling Block	6,455	7,000	7,000	7,000	7,000
3687	Prop69 DNA Grant			6,400		
3650	COPS	156,948	100,000	100,000	100,000	100,000
3659	OTS DUI Check Points	105,060		165,000		
3768	Solid Waste Landfills	100,199	100,000	100,000	100,000	100,000
3810	Community Development Block Grant	125,856	126,000	126,000	126,000	126,000
3874	Auto Theft Task Force		100,000	100,000	100,000	100,000
	<b><u>Federal Grants:</u></b>					
3661	UASI Grant-PD	27,906		30,000		
3674	FEMA Fire Homeland Security	3,974				
3752	Hazard Mitigation Plan	11,458				
3761	DO Police Vest Grant			2,000		
3867	Emergency Mgmt Perf Grant	2,921		37,500		
3875	FEMA Reimbursement	127,374		650,000		
3876	State CARES Grant					235,800
	Subtotal	1,311,366	1,366,500	2,324,549	1,366,500	1,602,300
	<b><u>Charges for Current Services</u></b>					
3901	Variance	46,704	64,000	106,000	64,000	48,000
3902	Library Impact Fees	1,800		0		0
3907	Plan Check Fees - Building	667,703	685,000	454,000	685,000	487,000
3908	Water Quality Inspection Fees	138,088	112,000	80,000	112,000	120,000
3909	Plan Check Fees - Zoning	174,878	215,000	150,000	215,000	162,000
3910	Design Review	722,512	925,000	540,000	925,000	519,000
3912	Plan Check Fee - Plumbing	1,920	2,000	2,000	2,000	2,000
3915	Subdivision Fees	944	23,000	1,500	23,000	1,000
3930	Real Property Report	184,215	220,000	140,000	220,000	165,000
3935	Design Review Appeals	11,700	15,000	12,000	15,000	12,000
3939	Document Retention Fee	36,422	40,000	40,000	40,000	31,000
3940	Other Filing & Permit Fees	76,034	105,000	49,000	105,000	70,000
3942	Use & Occupancy Inspection Fees	30,040	35,000	25,000	35,000	27,000
3944	Floor Area Fee - Diamond/Crestview	2,192	1,000	1,000	1,000	2,000

**Revenue Detail**  
**Fiscal Year 2020-21**

**All  
Funds**

Object	Account Title	Revised Actuals 2018-19	Adopted Budget 2019-20	Revised Estimate 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
3955	Special Policing Fees	41,197	17,000	5,000	17,000	17,000
3956	False Alarm Fees	24,693	25,000	12,000	25,000	25,000
3957	Finger Printing	4,947	5,000	3,000	5,000	3,000
3958	Police Accident Reports	14,368	15,000	12,000	15,000	15,000
3960	Vehicle Towing & Release Fees	67,006	60,000	80,000	60,000	60,000
3962	Police Evidence Money	11,380	1,000	1,500	1,000	1,000
3963	Police Booking Fees	50,618	50,000	40,000	50,000	43,000
3965	Animal Services - Laguna Woods	109,200	100,000	100,000	100,000	100,000
3970	Animal Shelter Fees	14,812	16,000	17,000	16,000	16,000
3978	Weed & Lot Cleaning	10,894	19,000	14,000	19,000	19,000
3980	Landscape Development Fee	61,870	56,000	34,000	56,000	42,000
3990	C & D Administration Fees	5,150	4,000	5,000	4,000	4,000
4003	Business Improvement District	2,525,255	2,719,000	1,500,000	2,857,000	1,474,000
4005	Refuse Service Charges	2,168,439	2,250,000	2,250,000	2,307,000	2,307,000
4008	Misc Refuse/Recycling Revenue	66,770	33,000	33,000	33,000	33,000
4010	Paramedic Non-Resident Fees	61,502	78,000	65,000	78,000	78,000
4011	Paramedic Medical Supplies Fees	35,004	64,000	28,000	64,000	28,000
4012	Swimming Pool Classes	238,600	225,000	236,000	225,000	188,000
4013	Swimming Pool Use Fees	34,621	41,000	35,000	41,000	28,000
4014	Marine Safety Beach Classes	93,763	140,000	100,000	140,000	74,000
4020	Recreation - Social & Cultural	430,606	575,000	450,000	575,000	362,000
4024	Recreation - Adult Softball	10,674	8,000	12,000	8,000	9,000
4030	Recreation - Misc. Sports Programs	159,623	125,000	160,000	125,000	135,000
4038	Recreation - Special Programs	8,427	10,000	10,000	10,000	8,000
4040	Passport to Laguna Tickets	13,500	13,000	13,000	13,000	12,000
4042	Recreation - Park Weddings	71,298	99,000	75,000	99,000	60,000
4043	Recreation - Film Permits	67,027	88,000	65,000	88,000	57,000
4044	Recreation - Miscellaneous Fees	275	5,000	1,000	5,000	1,000
4130	Lifeguard Services - Private Beaches	29,986	29,000	30,000	29,000	29,000
4131	Lifeguard Tidepool Tours					
4140	Sale of Maps, Books & Copying	4,067	2,000	5,000	2,000	2,000
4150	Assessment District Service Fees	19,201	20,000	20,000	20,000	20,000
	Subtotal	8,552,526	9,334,000	7,012,000	9,529,000	6,896,000
	<b>Other Revenue</b>					
4202	Heritage Committee Events	772				
4202	Sale of Real & Personal Property	1,762		1,000		
4220	Police Auction	15,318	2,000	1,800	2,000	2,000
4229	Subpoenas	36,849	37,000	25,000	37,000	37,000
4230	Miscellaneous Income	111,479	15,000	30,000	15,000	15,000
	Subtotal	165,408	54,000	57,800	54,000	54,000
	<b>Reimbursements &amp; Contributions</b>					
	Reimbursements:					
4045	Recreation - Administrative Fees	49,470	50,000	25,000	50,000	50,000
4060	Solid Waste Contractual	10,000	70,000	65,000	70,000	70,000
4301	State Mandated Costs	1,089		58,000		
4303	Lifeguard Training - SA College	15,981	15,000	10,000	15,000	15,000
4312	Other Agencies	50,239		3,000		
4314	Festival of Arts Parking Plan	67,747	68,000	68,000	68,000	
4320	Workers' Compensation Insurance	117,624	120,000	0	120,000	120,000



## Revenue Detail

### Fiscal Year 2020-21

## All Funds

Object	Account Title	Revised Actuals 2018-19	Adopted Budget 2019-20	Revised Estimate 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
4330	Property Damage	1,154	10,000	1,000	10,000	10,000
4357	LB School District	51,883	40,000	40,000	40,000	120,000
4360	Miscellaneous	211,057	10,000	11,000	10,000	10,000
Contributions:						
4059	Homeless Meters	733	500	1,000	500	500
4370	Non-Government Sources	67,046		156,000		
4375	Animal Shelter	8,067		6,000		
	Subtotal	652,090	383,500	444,000	383,500	395,500
<b>GENERAL FUND TOTAL</b>		<b>\$70,383,582</b>	<b>\$69,969,000</b>	<b>\$64,167,749</b>	<b>\$72,787,000</b>	<b>\$63,538,800</b>
<b>113 MEASURE LL FUND</b>						
3112	Transient Occupancy Tax	\$2,359,734	\$2,684,800	\$1,486,000	\$2,827,000	\$1,500,000
3500	Investment Earnings	\$11,706	\$10,000	\$10,000	\$10,000	\$10,000
<b>OPEN SPACE FUND TOTAL</b>		<b>\$2,371,440</b>	<b>\$2,694,800</b>	<b>\$1,496,000</b>	<b>\$2,837,000</b>	<b>\$1,510,000</b>
<b>116 CAPITAL IMPROVEMENT FUND</b>						
3113	Transient Occupancy Tax	\$4,623,812	\$5,170,000	\$3,250,000	\$5,455,000	\$2,802,000
3138	Real Property Transfer Tax	622,047	760,000	760,000	760,000	500,000
3144	Building Construction Tax	96,467	150,000	120,000	150,000	120,000
3410	Vehicle Code Fines	149,226	140,000	140,000	140,000	149,000
3415	Municipal Code Fines - Other	16,244	20,000	10,000	20,000	16,000
3420	Municipal Code Fines - Parking	588,321	668,000	600,000	668,000	550,000
3422	Municipal Code Fines - DMV	130,875	150,000	100,000	150,000	132,000
3442	Administrative Citations - Police	51,135	50,000	94,000	50,000	51,000
3959	Auto Immobilization Fee	4,258	1,000	3,000	1,000	1,000
4230	Misc Revenue	(12,676)				
<b>Reimbursements &amp; Contributions</b>						
<b>State Grants:</b>						
3685	CalRivers Parkways Grant	390,665		109,000		
3686	Foundation for Sustainability			5,000		
<b>CAPITAL IMPROVEMENT FUND TOTAL</b>		<b>\$6,660,374</b>	<b>\$7,109,000</b>	<b>\$5,191,000</b>	<b>\$7,394,000</b>	<b>\$4,321,000</b>
<b>118 PARKING AUTHORITY FUND</b>						
	Parking Meter Zones	\$4,393,920	\$4,270,000	\$3,726,000	\$4,280,000	\$3,700,700
	Parking Lot Meters & Fees	2,500,667	2,388,000	1,944,500	2,388,000	2,046,000
4084	Parking Permits	1,110,559	100,000	120,000	1,120,000	1,120,000
4142	Electric Vehicle Charging Station	13,657	10,000	15,000	10,000	8,000
4231	Parking Meter Bag	45,665	30,000	15,000	20,000	20,000
<b>PARKING AUTHORITY FUND TOTAL</b>		<b>\$8,064,468</b>	<b>\$6,798,000</b>	<b>\$5,820,500</b>	<b>\$7,818,000</b>	<b>\$6,894,700</b>
<b>119 Transportation Infrastructure Fund</b>						
3500	Investment Earnings	\$1,382	\$2,000	\$1,500	\$2,000	\$1,000
<b>Transportation Infrastructure Fund</b>		<b>\$1,382</b>	<b>\$2,000</b>	<b>\$1,500</b>	<b>\$2,000</b>	<b>\$1,000</b>
<b>120 PARKING IN-LIEU FUND</b>						
3500	Investment Earnings					
<b>PARKING IN-LIEU FUND TOTAL</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>122 PARK IN-LIEU FUND</b>						

**Revenue Detail**  
**Fiscal Year 2020-21**

**All  
Funds**

Object	Account Title	Revised Actuals 2018-19	Adopted Budget 2019-20	Revised Estimate 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
3160	Park In-Lieu Fee	\$130,426				
3500	Investment Earnings	11,653		\$4,000		
	<b>PARK IN-LIEU FUND TOTAL</b>	<b>\$142,079</b>	<b>\$0</b>	<b>\$4,000</b>	<b>\$0</b>	<b>\$0</b>
<b>123</b>	<b>ART IN-LIEU FUND</b>					
3150	Art In-Lieu Fee	\$36,397				
3500	Investment Earnings	7,492		\$2,000		
4374	Donations	62,650				
	<b>ART IN-LIEU FUND TOTAL</b>	<b>\$106,539</b>	<b>\$0</b>	<b>\$2,000</b>	<b>\$0</b>	<b>\$0</b>
<b>124</b>	<b>DRAINAGE FUND</b>					
3500	Investment Earnings	\$1,370				
	<b>DRAINAGE FUND TOTAL</b>	<b>\$1,370</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>132</b>	<b>GAS TAX FUND</b>					
3102	Sales Tax - Measure M	\$459,195	\$492,000	\$410,000	\$502,000	\$390,000
3500	Investment Earnings	28,215	10,000	10,000	10,000	10,000
3623	Gasoline Tax - Section 2103	78,482	83,000	115,000	83,000	197,000
3624	Gasoline Tax - Section 2105	127,335	130,000	100,000	130,000	123,000
3625	Gasoline Tax - Section 2106	88,318	90,000	60,000	90,000	84,000
3626	Gasoline Tax - Section 2107	160,032	172,000	140,000	172,000	148,000
3627	Gasoline Tax - Section 2107.5	5,000	5,000	1,500	5,000	5,000
3999	Arterial Highway Rehab Program	417,517	396,000	330,000	396,000	401,000
4360	Reimbursements		27,000	27,000		
	<b>GAS TAX FUND TOTAL</b>	<b>\$1,364,095</b>	<b>\$1,405,000</b>	<b>\$1,193,500</b>	<b>\$1,388,000</b>	<b>\$1,358,000</b>
<b>134</b>	<b>STREET LIGHTING DISTRICT FUND</b>					
	<u>Property Taxes:</u>					
3010	Current Secured	\$1,121,000	\$1,183,400	\$1,175,000	\$1,249,300	\$1,228,000
3015	Public Utility	11,202	11,000	11,000	11,000	11,000
3020	Current Unsecured	35,407	35,000	35,000	35,000	35,000
3025	Supplemental Apportionment	32,902	20,000	20,000	20,000	20,000
3030	Prior Years	6,310	7,000	7,000	7,000	7,000
3040	Other Property Taxes	499,168	488,000	488,000	513,000	513,000
3050	Interest & Penalties	1,682	2,000	2,000	2,000	2,000
3615	Homeowners Property Tax Relief	6,318	8,800	5,500	8,800	6,000
4360	Miscellaneous Income	100,326				
	<b>STREET LIGHTING DISTRICT FUND TOTAL</b>	<b>\$1,814,316</b>	<b>\$1,755,200</b>	<b>\$1,743,500</b>	<b>\$1,846,100</b>	<b>\$1,822,000</b>
<b>137</b>	<b>WASTEWATER FUND</b>					
3982	Wastewater Service Charges	\$8,247,857	\$8,580,000	\$8,580,000	\$9,121,000	\$9,010,000
3986	Wastewater Connection Charges	141,075	86,000	120,000	95,000	95,000
3500	Investment Earnings	14,099	15,000	15,000	15,000	15,000
	<u>Reimbursements:</u>					
4313	North Coast Interceptor	61,181	40,000	40,000	15,000	78,000
4360	Miscellaneous		1,100,000	137,000		1,000,000
4551	Loan Proceeds	282,956	4,788,000	5,000,000	5,618,000	2,468,000
	<b>WASTEWATER FUND TOTAL</b>	<b>\$8,747,168</b>	<b>\$14,609,000</b>	<b>\$13,892,000</b>	<b>\$14,864,000</b>	<b>\$12,666,000</b>
<b>140</b>	<b>DISASTER CONTINGENCY FUND</b>					

## Revenue Detail

### Fiscal Year 2020-21

## All Funds

Object	Account Title	Revised Actuals 2018-19	Adopted Budget 2019-20	Revised Estimate 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
3500	Investment Earnings	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
	<b>DISASTER RELIEF FUND TOTAL</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>
<b>310</b>	<b>TRANSIT FUND</b>					
3105	Transportation Tax - Operating	\$1,185,090	\$1,200,700	\$1,200,000	\$1,237,000	\$1,000,000
4090	Main Line Summer Fares	19,343	19,000		19,000	
4091	Main Line Regular Fares	0	10,000	1,000	10,000	
4092	Main Line AQMD Passes	1,163	500		500	
4094	Act V Lot Park & Ride	130,364	120,000	130,000	120,000	
4095	Main Line Regular Passes	528				
4096	Bus Charter Fees	3,760	40,000	10,000	40,000	20,000
4097	Festival Regular Fares*	110,000	110,000	110,000	110,000	
4202	Sales of Real & Personal Property	11,854				
	<u>Grants &amp; Reimbursements:</u>					
3110	Project V	259,090	519,000	519,000	519,000	385,000
3111	Project V Grant II	319,444	265,700	0	265,700	0
3711	State Transit Funding	355,088	250,000	250,000	250,000	175,000
3720	OCTA Operating Assistance	376,277	154,000	154,000	154,000	107,800
	<b>TRANSIT FUND TOTAL</b>	<b>\$2,772,001</b>	<b>\$2,688,900</b>	<b>\$2,374,000</b>	<b>\$2,725,200</b>	<b>\$1,687,800</b>
	<b>ALL OPERATING FUNDS TOTAL</b>	<b>\$102,527,432</b>	<b>\$107,130,900</b>	<b>\$95,985,749</b>	<b>\$111,761,300</b>	<b>\$93,899,300</b>

\* Fares paid by Parking Authority Fund.

### INTERNAL SERVICE FUNDS

#### **126 INSURANCE & BENEFITS FUND**

4400	Employer - General Liability	\$1,386,312	\$1,588,300	\$1,588,300	1,640,500	1,728,700
4403	Employer - Workers' Compensation	1,298,400	1,364,400	1,364,400	1,411,600	1,511,600
4406	Employer - Group Insurance	4,688,952	5,011,500	5,011,500	5,526,500	5,011,500
4412	Employer - Dental Insurance	446,568	319,600	319,600	336,800	319,600
4420	Employer - Life Insurance	111,636	40,000	40,000	40,000	40,000
4425	Employer - Long Term Disability	279,108	257,000	257,000	257,000	257,000
4430	Employer - Unemployment Insurance	55,824	47,000	47,000	47,000	47,000
4440	Employee - Medical Insurance	767,293	742,000	742,000	832,000	814,000
4445	Employee - Retiree/Cobra	510,723	557,000	557,000	624,000	546,300
4452	Employee - Dental Insurance	86,010	120,000	120,000	120,000	100,000
4460	Employee Benefit - Comp Time	23,808	24,000	24,000	24,000	24,000
4461	Employee Benefit - Vacation	565,008	595,600	595,600	599,600	599,600
4462	Employee Benefit - Sick Leave	264,072	290,900	290,900	293,600	293,600

#### Reimbursements and Earnings:

4320	Worker's Compensation	12,990				
4360	Miscellaneous	58,785		6,000		
	<b>INSURANCE &amp; BENEFITS FUND TOTAL</b>	<b>\$10,555,489</b>	<b>\$10,957,300</b>	<b>\$10,963,300</b>	<b>\$11,752,600</b>	<b>\$11,292,900</b>

#### **128 VEHICLE REPLACEMENT FUND**

3560	Vehicle Use Rent	\$1,642,020	\$2,484,300	\$1,657,800	\$2,484,300	\$1,657,800
4202	Sale of Real & Personal Property	44,676				
	<b>VEHICLE REPLACEMENT FUND TOTAL</b>	<b>\$1,686,696</b>	<b>\$2,484,300</b>	<b>\$1,657,800</b>	<b>\$2,484,300</b>	<b>\$1,657,800</b>

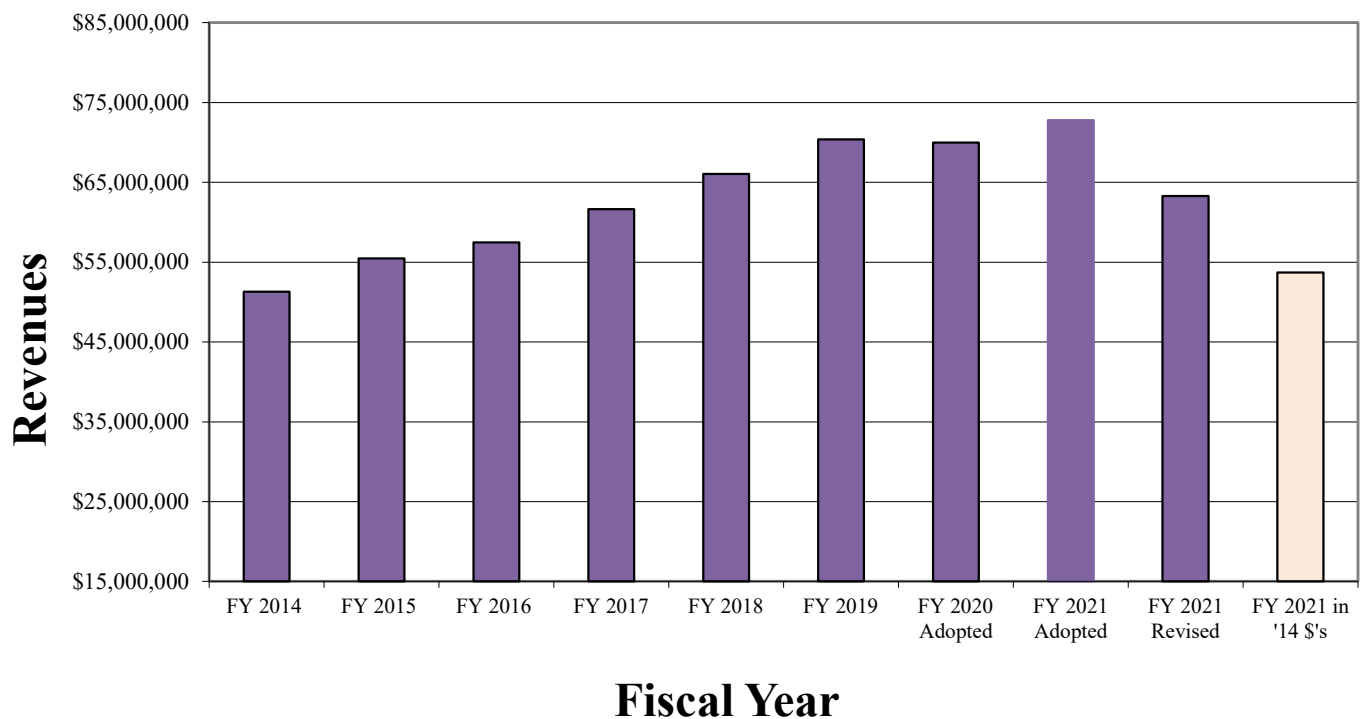
## General Fund Analysis

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.

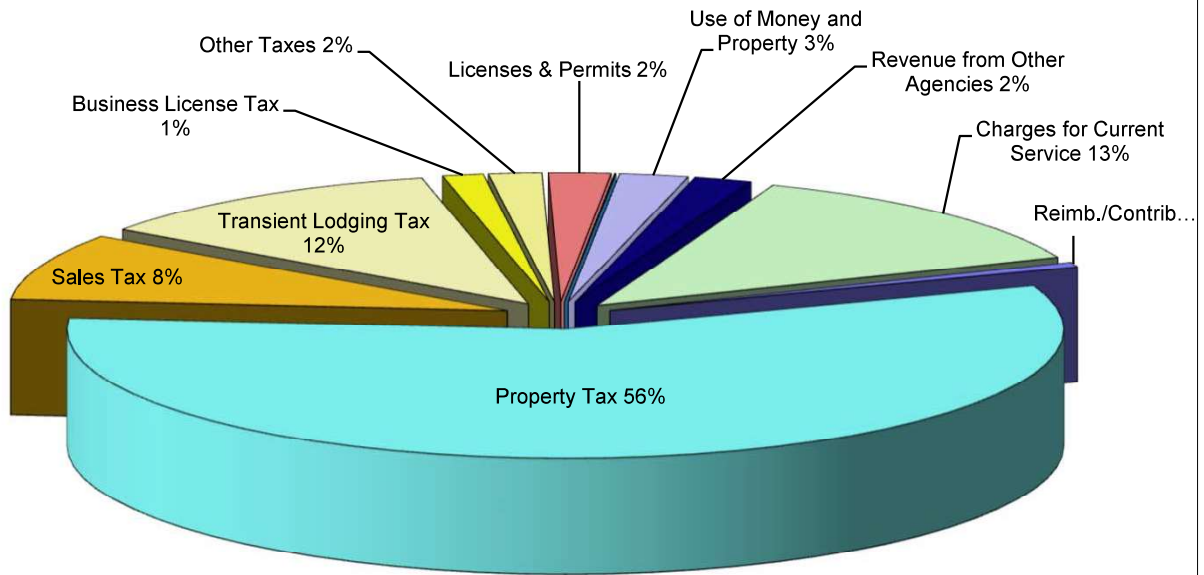
The additional charts on succeeding pages provide a history for significant components of the General Fund revenue, including property tax, sales tax, transient occupancy tax, and investment income.

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 covered by the chart. The unshaded bars are labeled “FY 2021 in ’14 \$’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 2021. For example, in looking at the General Fund Revenue History shown immediately below, revenues have grown thirty-four and forty percent respectively since 2014, but when measured in dollars that are adjusted for inflation (the unshaded bars), the *purchasing power* of the revenues in 2021 has increased only by twenty-seven percent.

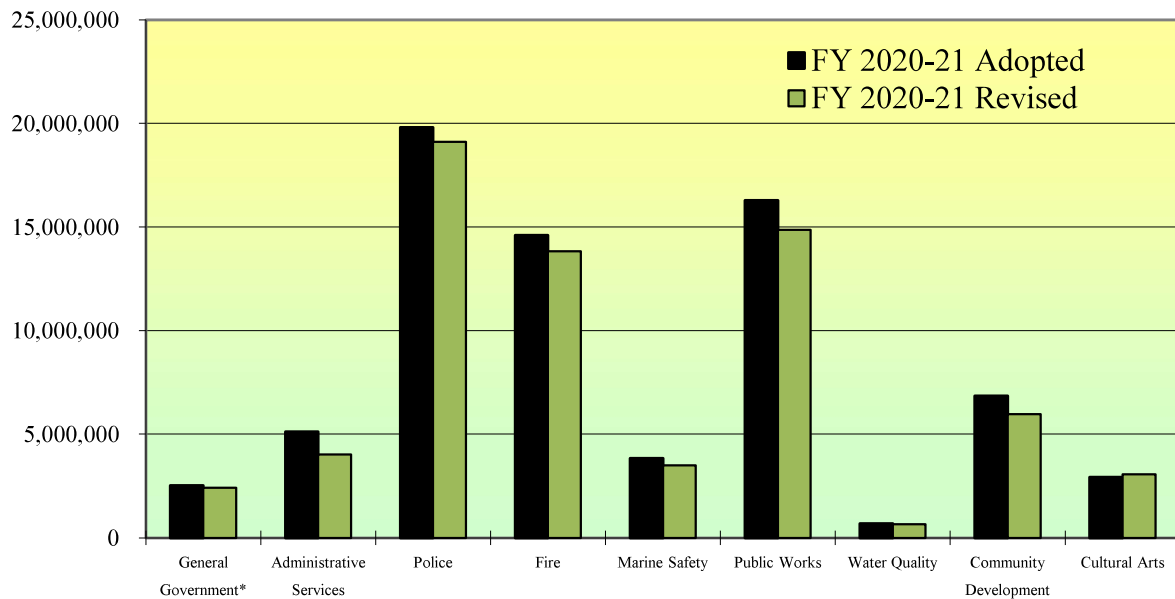
### General Fund Revenue History



### Revised General Fund Revenue Source

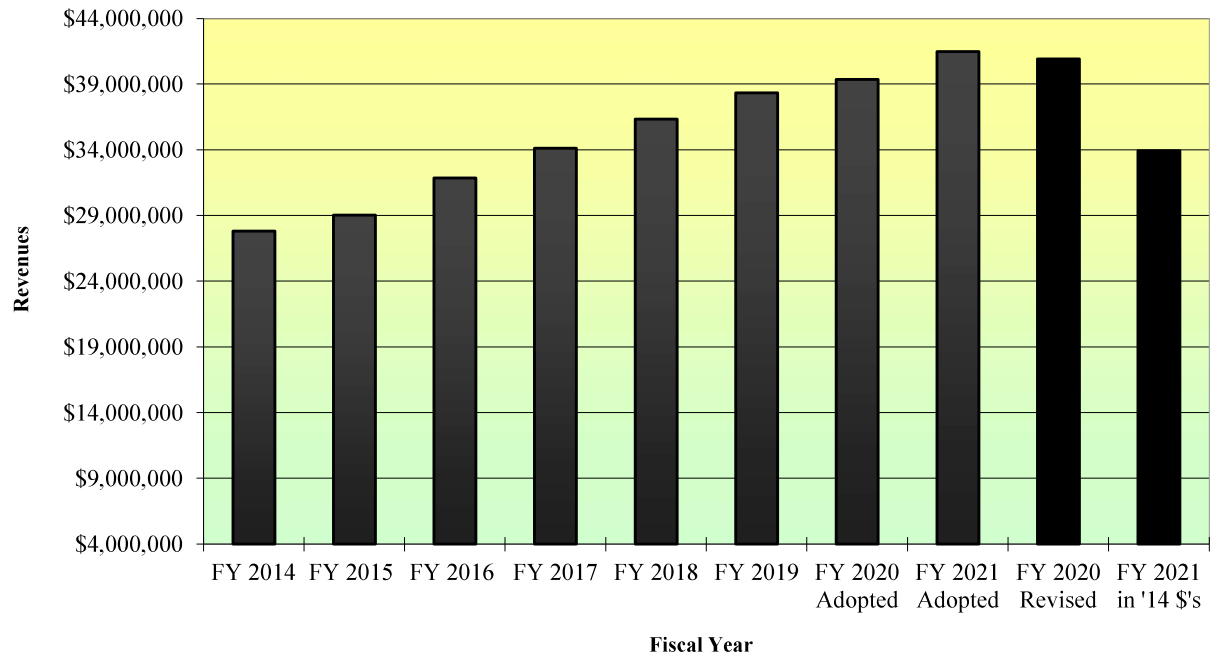


### General Fund Expenditures by Department

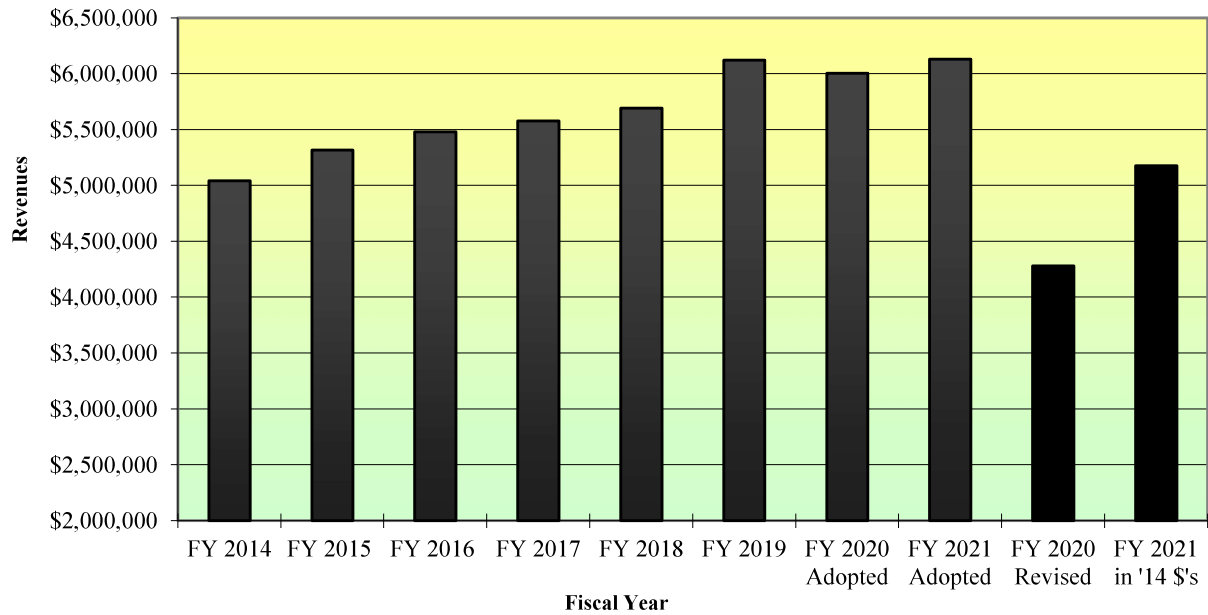


\* Includes City Council, City Manager, City Clerk, City Treasurer and City Attorney.

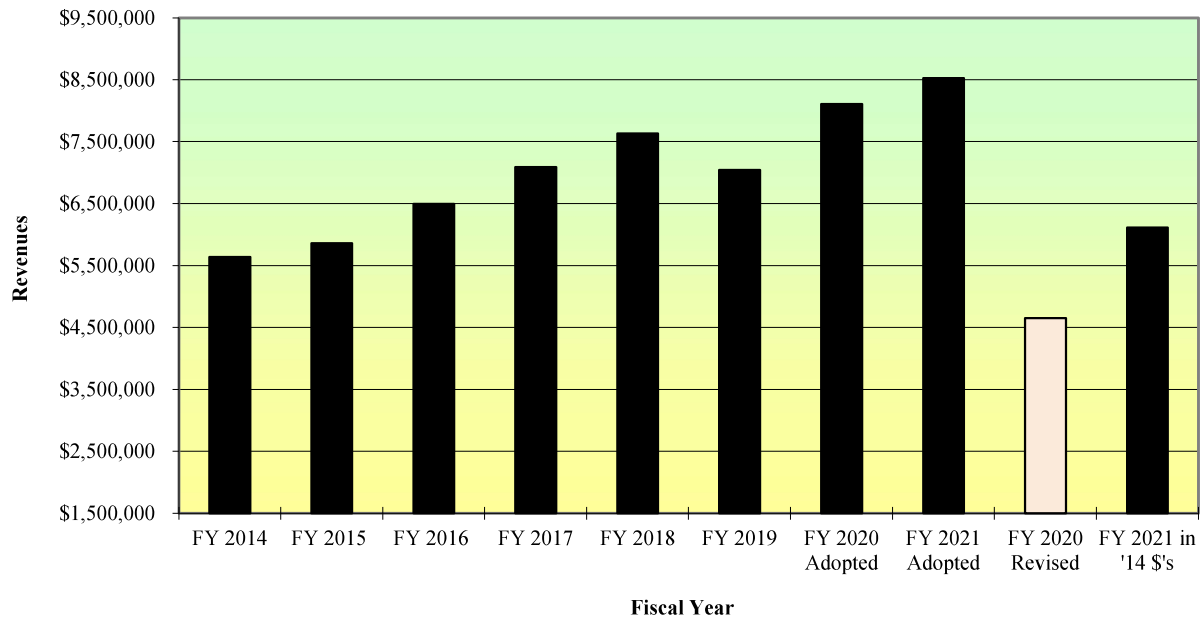
### **Property Tax through FY 2020-21**



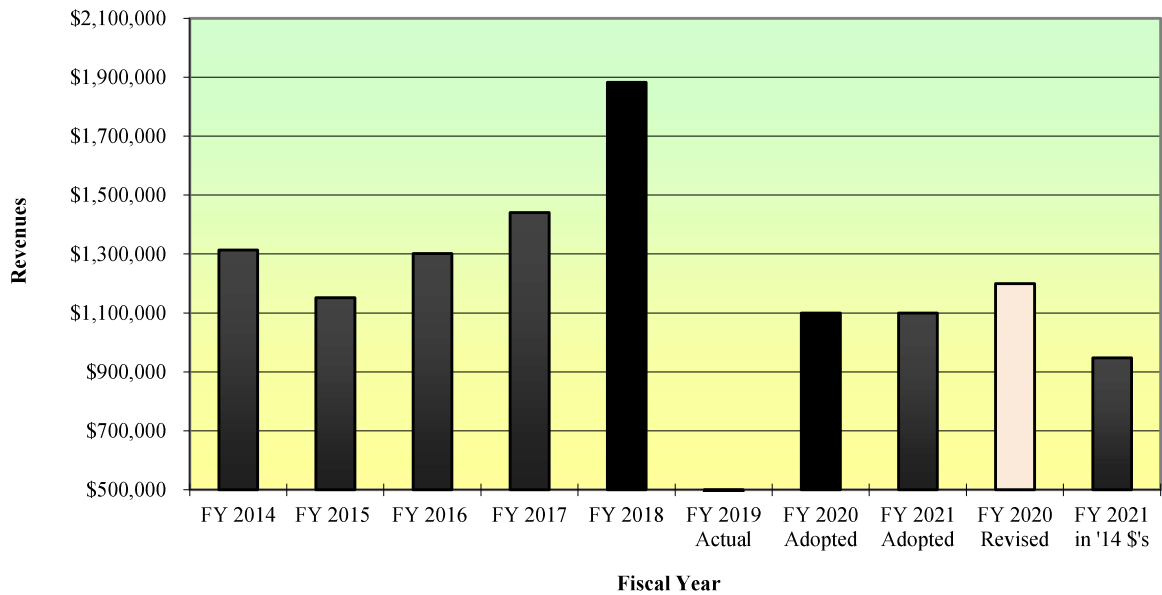
### **Sales Tax through FY 2020-21**



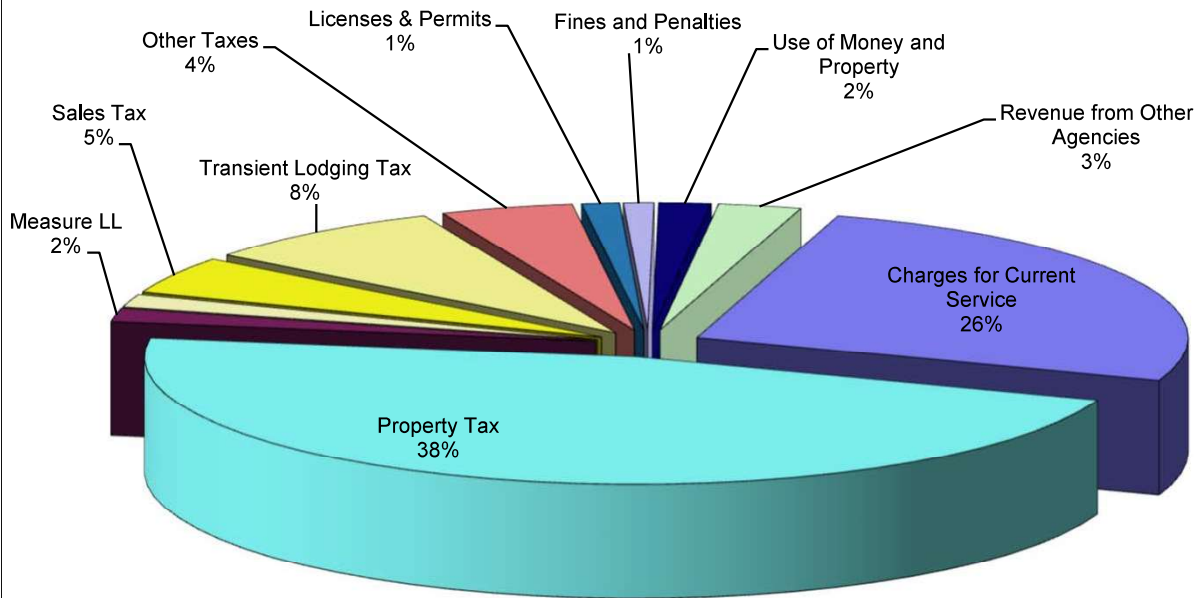
### **Transient Occupancy Tax through FY 2020-21**



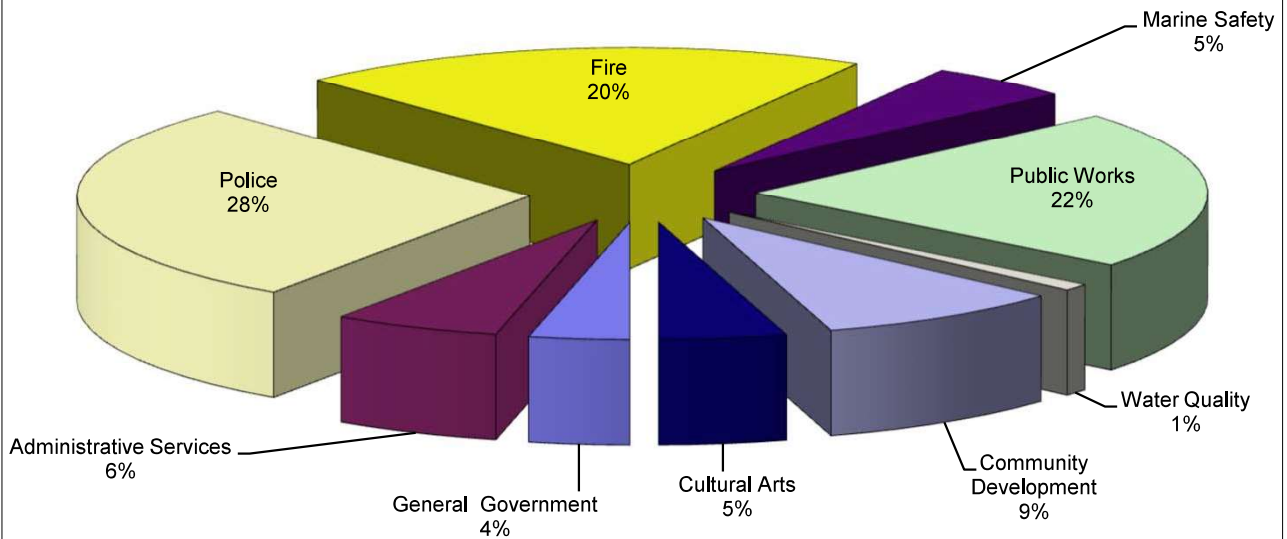
### **Investment Income through FY 2020-21**



**All Funds Revenue Source FY 2020-21 Revised**



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





## 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 55</b>
<b>Administrative Services Department.....</b>	<b>Page 67</b>
<b>Police Department.....</b>	<b>Page 81</b>
<b>Fire Department.....</b>	<b>Page 101</b>
<b>Marine Safety Department.....</b>	<b>Page 113</b>
<b>Public Works Department.....</b>	<b>Page 125</b>
<b>Water Quality Department.....</b>	<b>Page 169</b>
<b>Community Development Department.....</b>	<b>Page 179</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 26 of this budget.



# 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 5:00 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 elected 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 elected 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 the 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.

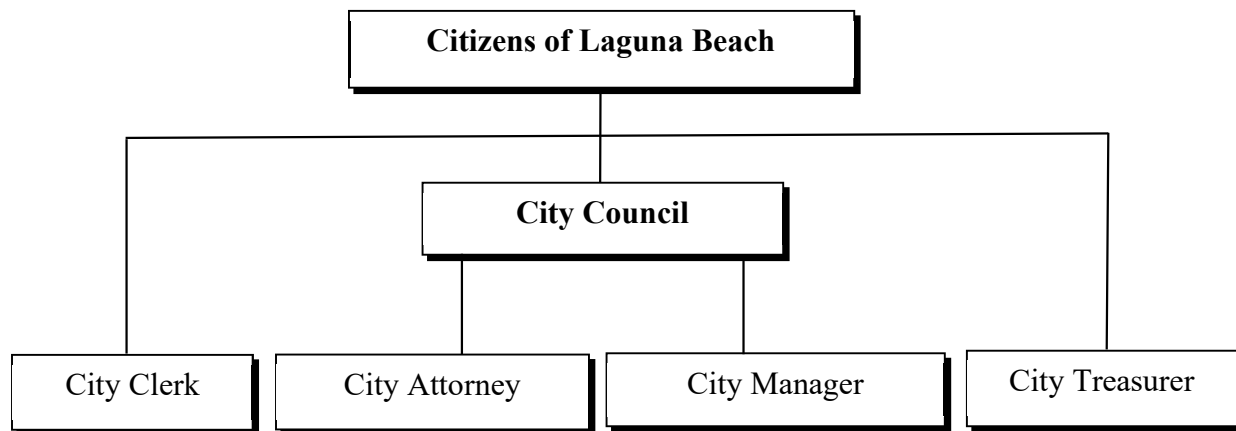
**City Attorney** - The City Attorney advises City officers in all legal matters pertaining to the business of the City. The department budget provides funds for legal services related to general City activities and for civil litigation. City Attorney services are provided via a contract with a private 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.

**Budget Reductions:** - As a result of the revenue losses due to the Covid-19 pandemic and impending recession, the General Government reduced overtime for administrative support by 91%; reduced the costs of contract services for armored cash pick-up services at City Hall; right-



sized printing budget related to municipal code updates; and reduced services for team building and goal-setting programs. The Proposed Budget also includes \$32,000 to broadcast City Council meeting through Zoom.

The chart below shows the budget structure of the General Government Operations.



# General Government Budget Summary

*All  
Divisions*

## Department

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

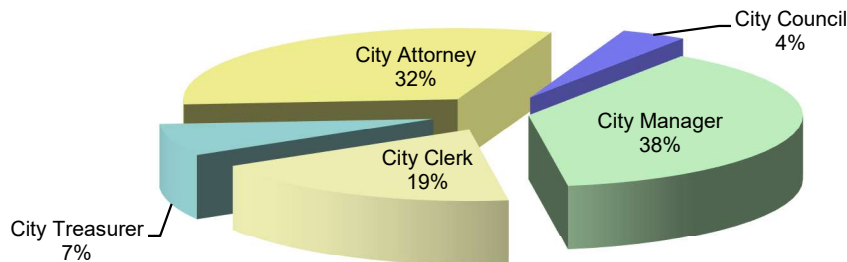
MAJOR CATEGORY OF EXPENDITURE FY 2020-21 ADOPTED					Department Total
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$59,400	\$38,400				\$97,800
900,600	60,900		5,000		\$966,500
376,200	98,000				\$474,200
156,500	30,000				\$186,500
	800,000				\$800,000
<b>\$1,492,700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

## Department

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

MAJOR CATEGORY OF EXPENDITURE FY 2020-21 REVISED					Department Total
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$59,400	\$31,500			\$32,000	\$122,900
876,300	28,100		1,000		\$905,400
352,500	95,100				\$447,600
149,100	26,100				\$175,200
	800,000				\$800,000
<b>\$1,437,300</b>	<b>\$980,800</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$32,000</b>	<b>\$2,451,100</b>

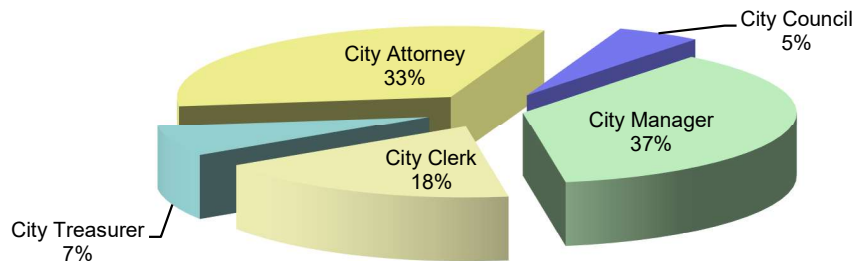
### Summary By Department Total FY 2020-21 Adopted



It is not updating again. This equals 100%. Need to fix again. CT s/b 7%.

Percentages equal 99% due to rounding

### Summary By Department Total FY 2020-21 Revised



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

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Salaries and Wages</u></b>					
1003	Salaries, Part Time	\$49,591	\$54,500	\$54,500	\$54,500
1101	P.E.R.S. Retirement	2,064	2,400	2,400	\$2,400
1103	P.A.R.S. Retirement	1,581	1,700	1,700	\$1,700
1318	Medicare Insurance	832	800	800	\$800
	<b>Subtotal</b>	<b>54,068</b>	<b>59,400</b>	<b>59,400</b>	<b>59,400</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel And Dues	15,016	26,000	26,000	20,500
2031	Telephone	5,371	7,600	7,800	7,800
2101	Materials And Supplies	1,569	1,900	1,900	1,000
2281	Printing	485	1,000	1,000	500
2401	Contractual Services	700	1,700	1,700	1,700
	<b>Subtotal</b>	<b>23,141</b>	<b>38,200</b>	<b>38,400</b>	<b>31,500</b>
<b><u>Special Programs</u></b>					
8XXX	City Council Zoom Meetings				32,000
8719	San Onofre Nuclear Station	390			
	<b>Subtotal</b>	<b>390</b>	<b>0</b>	<b>0</b>	<b>32,000</b>
	<b>Grand Total</b>	<b>\$77,598</b>	<b>\$97,600</b>	<b>\$97,800</b>	<b>\$122,900</b>

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

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$645,855	\$694,700	\$719,000	\$726,600
1006	Salaries, Part Time	\$2,713			
1006	Salaries, Overtime	808	5,000	5,000	
1009	Salaries, Redistributed	(90,600)	(145,200)	(145,200)	(161,400)
1038	Sick Leave Payoff	5,196	5,400	5,400	5,400
1040	Vacation Payoff	3,900	4,200	4,200	4,200
1059	Residency Incentive	13,360	15,000	15,000	30,000
1101	P.E.R.S. Retirement	132,071	158,100	176,800	176,400
1103	P.A.R.S. Retirement	100			
1104	P.E.R.S. Unfunded Liability	24,500	17,800	17,800	
1201	Workers' Compensation	4,500	4,700	5,100	5,100
1300	Employee Group Insurance	79,596	79,600	87,200	79,600
1318	Medicare Insurance	9,895	10,100	10,300	10,400
	<b>Subtotal</b>	<b>831,894</b>	<b>849,400</b>	<b>900,600</b>	<b>876,300</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	21,962	26,700	26,700	21,700
2024	Electricity	1,681	2,100	2,100	2,100
2027	Water	148	100	100	100
2031	Telephone	3,509	4,000	4,000	4,000
2101	Materials and Supplies	8,527	5,500	5,500	5,500
2170	General Insurance	8,700	9,200	9,600	8,800
2222	Repairs and Maint. Other	0	500	500	500
2281	Printing	0	400	400	400
2401	Contractual Services	7,669	12,000	12,000	0
2804	Cost Redistributed				(15,000)
	<b>Subtotal</b>	<b>52,195</b>	<b>60,500</b>	<b>60,900</b>	<b>28,100</b>
<b><u>Special Programs</u></b>					
8503	Document Scanning		5,000	5,000	1,000
	<b>Subtotal</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>1,000</b>
	<b>Grand Total</b>	<b>\$884,089</b>	<b>\$914,900</b>	<b>\$966,500</b>	<b>\$905,400</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>Revised Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Revised Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
City Manager	1	1	1	\$285,400	\$299,600	\$292,600
Assistant City Manager	1	1	1	220,700	226,200	242,800
Executive Assistant	1	1	1	91,100	93,300	91,000
Sr. Administrative Analyst	1	1	1	97,500	99,900	100,200
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>\$694,700</b>	<b>\$719,000</b>	<b>\$726,600</b>

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

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$235,523	\$240,500	\$246,400	\$240,400
1003	Salaries, Part Time	436			
1006	Salaries, Overtime	5,388	6,600	6,600	1,000
1038	Sick Leave Payoff	2,196	2,200	2,200	2,200
1040	Vacation Payoff	3,396	3,400	3,400	3,400
1101	Retirement	47,678	56,200	59,400	60,600
1103	P.A.R.S. Retirement	16			
1104	P.E.R.S. Unfunded Liability	9,800	7,100	7,100	
1201	Workers' Compensation	1,704	1,700	1,700	1,700
1300	Employee Group Insurance	39,804	39,800	45,700	39,800
1318	Medicare Insurance	1,216	3,600	3,700	3,400
<b>Subtotal</b>		<b>347,156</b>	<b>361,100</b>	<b>376,200</b>	<b>352,500</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	4,697	5,800	5,800	5,100
2024	Electricity	1,681	2,100	2,100	2,100
2027	Water	148	100	100	100
2031	Telephone	851	1,100	1,100	1,100
2101	Materials and Supplies	22,363	18,800	18,800	18,800
2170	General Insurance	3,204	3,200	3,200	3,000
2222	Repairs and Maint. Other	0	400	400	400
2281	Printing	2,694	6,000	6,000	4,000
2302	Legal Advertising	9,579	14,000	14,000	14,000
2401	Contractual Services	36,454	6,500	46,500	46,500
<b>Subtotal</b>		<b>81,672</b>	<b>58,000</b>	<b>98,000</b>	<b>95,100</b>
<b>Grand Total</b>		<b>\$428,828</b>	<b>\$419,100</b>	<b>\$474,200</b>	<b>\$447,600</b>

## City Clerk Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Adopted	Revised	Adopted	Adopted	Revised
	Budget	Budget	Budget	Budget	Budget	Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
City Clerk	1	1	1	\$159,400	\$163,400	\$159,400
Deputy City Clerk	1	1	1	77,100	\$79,100	\$77,100
Assignment Pay				3,900	3,900	3,900
<b>TOTAL</b>	2.00	2.00	2.00	240,400	246,400	240,400

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

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$99,029	\$101,200	\$103,800	\$101,200
1038	Sick Leave Payoff	900	1,000	1,000	1,000
1040	Vacation Payoff	6,300	6,500	6,500	6,500
1101	Retirement	20,427	24,900	26,700	26,300
1104	P.E.R.S. Unfunded Liability	4,400	3,200	3,200	
1201	Workers' Compensation	600	600	600	600
1300	Employee Group Insurance	19,896	12,000	13,200	12,000
1318	Medicare Insurance	1,549	1,500	1,500	1,500
	<b>Subtotal</b>	<b>153,102</b>	<b>150,900</b>	<b>156,500</b>	<b>149,100</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	6,845	7,000	7,000	4,300
2024	Electricity	841	1,100	1,100	1,100
2027	Water	74	100	100	100
2031	Telephone	858	1,200	1,200	1,200
2101	Materials and Supplies	1,199	1,200	1,200	1,200
2170	General Insurance	1,500	1,500	1,500	1,400
2401	Contractual Services	22,701	17,600	17,900	16,800
	<b>Subtotal</b>	<b>34,018</b>	<b>29,700</b>	<b>30,000</b>	<b>26,100</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture and Equipment	2,062			
	<b>Subtotal</b>	<b>2,062</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$189,181</b>	<b>\$180,600</b>	<b>\$186,500</b>	<b>\$175,200</b>



## ***City Treasurer Position Summary***

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

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

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Maintenance and Operations</u></b>					
2401	Contractual Services	\$865,143	\$800,000	\$800,000	\$800,000
	Subtotal	865,143	800,000	800,000	800,000
	Grand Total	<b><u>\$865,143</u></b>	<b><u>\$800,000</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 the 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 5 positions: one (1) Human Resources/Risk Manager, three (3) 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. The Human Resources Division 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. The Human Resources Division also manages employee training and development programs; administers the City's compensation, classification and employee benefits programs; oversees equal employment opportunity programs and reporting; ensures compliance with State and Federal employment mandates; manages employee leaves and the accommodation process, provides guidance to staff, coordinates employee safety training, oversees the City's DMV pull notice and drug and alcohol testing programs, and manages the City's workers' compensation program. The Division also acquires and maintains insurance for the City, assists with contract reviews, processes tort claims, and assists counsel with litigation against the city. Human Resources is also responsible for employee and labor relations, which includes contract negotiations, interpretation and implementation of the Memoranda of Understanding (MOUs), 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 four positions plus outside contractual services: one (1) Network Administrator, one (1) Sr. Information Technology Analyst, one (1) Project Manager 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.

**Communications:** Through a Digital Communications Coordinator and contract Communication Information Officer and, the division manages provides strategic public relations and creative services to departments; maintains the City's website, and actively participate in the City's presence on social media and other outlets to enhance digital engagement, public relations, and information transparency.

**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. Also,

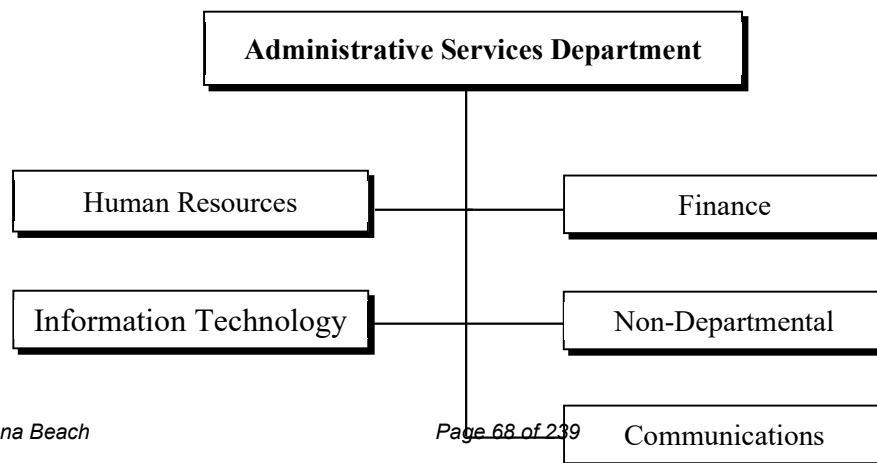
**Non-Departmental** - This division includes city-wide costs, such as for maintenance, stationery, postage, and other city-wide projects. These costs have been centralized for budgetary purposes.

**Major Initiatives:**

- Continue improvements through claim management and department training to reduce work-related injuries and lost time.
- Continue to receive the Certificate of Achievement for Excellence in Finance Reporting (CAFR Program) from the Government Finance Officers Association (GFOA).
- Continue to 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.

**Budget Reductions:** As a result of the revenue losses due to the Covid-19 pandemic and impending recession, the Administrative Services Department made the following reductions: reduced funding for part-time salaries; reduced advertising costs and pre-employment exams, reduced funding for compensation studies; reduced funding for employee development programs; right-sized costs for application maintenance due to migration to Microsoft Office 365; and reduced ongoing funding toward the hardware/software replacement reserve by 50%; reduced printing costs and reduced contract services for PCI compliance audit and specialty audits; reduced funding for exceptional performance by 50%; reduced funding for equipment replacement by \$250,000. The Department did increase for by \$250,000 in non-department as a contingency for unplanned events such as protests, severe weather, prolonged red flag warnings, or other unexpected events.

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



## Administrative Services Department Budget Summary

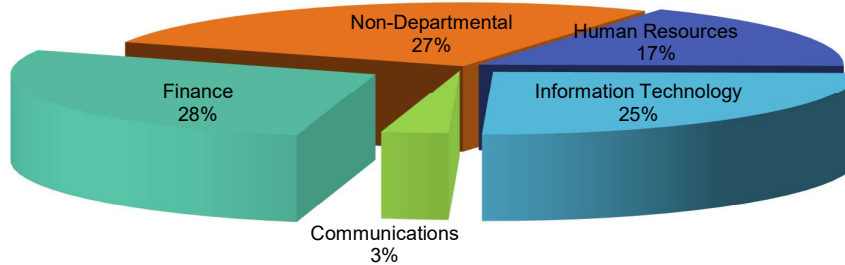
*All  
Divisions*

<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 2020-21 Adopted</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>	
Human Resources	658,000	141,300	0	68,400		\$867,700
Information Technology	750,800	309,700	5,200	222,000		\$1,287,700
Communications	66,800	84,300				\$151,100
Finance	1,178,800	202,200	37,200			\$1,418,200
Non-Departmental	1,702,000	(606,700)	144,500	129,000	20,000	\$1,388,800
<b>Department Total</b>	<b>\$4,356,400</b>	<b>\$130,800</b>	<b>\$186,900</b>	<b>\$419,400</b>	<b>\$20,000</b>	<b>\$5,113,500</b>

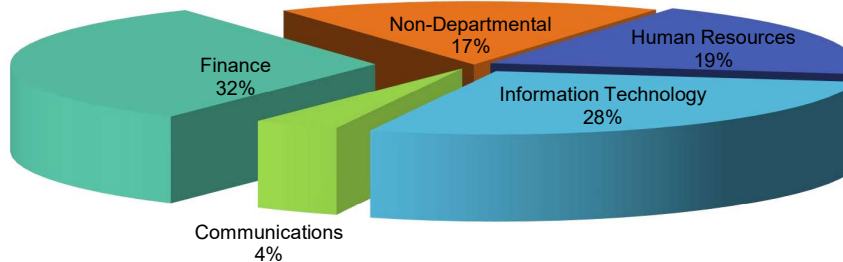
  

<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 2020-21 Revised</b>					<b>Division</b>
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
Human Resources	594,000	127,700		68,400		\$790,100
Information Technology	672,500	305,500	0	160,000		\$1,138,000
Communications	65,900	91,300				\$157,200
Finance	1,107,600	191,500	0			\$1,299,100
Non-Departmental	388,700	(563,800)	500,000	352,000	20,000	\$696,900
<b>Department Total</b>	<b>\$2,828,700</b>	<b>\$152,200</b>	<b>\$500,000</b>	<b>\$580,400</b>	<b>\$20,000</b>	<b>\$4,081,300</b>

### Summary By Division FY 20-21 Adopted



### Summary By Division FY 20-21 Revised



## *Administrative Services Department*

### **Budget Detail**

*All  
Divisions*

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$1,801,099	\$2,420,400	\$3,224,800	\$2,004,500
1003	Salaries, Part Time	125,856	232,000	232,000	72,400
1006	Salaries, Overtime	12,737	16,000	16,000	16,000
1009	Salaries, Redistributed	(45,096)	(151,000)	(157,600)	(158,500)
1038	Sick Leave Payoff	12,300	13,000	13,000	13,000
1040	Vacation Payoff	35,208	36,600	36,600	36,600
1101	Retirement	495,228	498,000	532,600	484,000
1103	P.A.R.S. Retirement	3,578	7,600	7,600	5,600
1104	P.E.R.S. Unfunded Liability	(103,201)	84,800	84,800	0
1201	Workers' Compensation	9,708	10,500	11,100	10,900
1300	Employee Group Insurance	270,600	310,400	318,400	310,400
1318	Medicare Insurance	20,556	36,000	37,100	33,800
<b>Subtotal</b>		<b>2,638,573</b>	<b>3,514,300</b>	<b>4,356,400</b>	<b>2,828,700</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	50,239	52,900	53,900	\$45,600
2024	Electricity	13,617	16,100	16,100	16,100
2027	Water	1,199	1,400	1,400	1,400
2031	Telephone	5,417	6,600	6,600	6,600
2101	Materials and Supplies	73,047	62,000	62,100	54,500
2150	Rents and Leases	173,061	187,800	195,900	195,100
2170	General Insurance	19,404	21,000	22,700	21,000
2222	Repairs and Maint. Other	32,489	35,700	35,700	35,500
2281	Printing	8,989	12,200	12,200	10,400
2302	Legal Advertising	10,778	14,000	14,000	12,000
2401	Contractual Services	568,458	364,100	361,100	369,600
2432	Postage	47,145	48,600	48,600	45,000
2804	Costs Redistributed	(651,996)	(743,200)	(743,200)	(690,600)
2940	Cross Cultural Task Force	30,000	30,000	30,000	30,000
<b>Subtotal</b>		<b>381,846</b>	<b>109,200</b>	<b>117,100</b>	<b>152,200</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	33,176	282,600	181,700	500,000
5622	Other Equipment	97,542	62,200	5,200	
<b>Subtotal</b>		<b>130,718</b>	<b>344,800</b>	<b>186,900</b>	<b>500,000</b>
<b><u>Special Programs</u></b>					
Special Programs		934,630	687,400	419,400	580,400
Open Space Acquisition		20,000	20,000	20,000	20,000
<b>Subtotal</b>		<b>954,630</b>	<b>707,400</b>	<b>439,400</b>	<b>600,400</b>
<b>Grand Total</b>		<b>\$4,105,767</b>	<b>\$4,675,700</b>	<b>\$5,099,800</b>	<b>\$4,081,300</b>

## *Administrative Services Department*

### **Position Summary**

*All  
Divisions*

<u><b>Position Title</b></u>	<i>No. of Positions</i>			<i>Salaries</i>		
	<b>Adopted</b>	<b>Adopted</b>	<b>Revised</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Revised</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Director of Administrative Services	1	1	1	\$220,700	\$226,300	\$220,700
Finance Manager	1	1	1	173,700	178,100	173,700
Human Resources/Risk Manager	1	1	1	173,700	178,100	173,700
Accountant	1	1	1	95,500	103,900	90,900
Accounting Technician	2	2	2	135,300	138,700	169,100
Computer Network Administrator	1	1	1	131,300	134,600	131,300
Information System Specialist	1	1	1	115,500	118,400	115,500
Sr. Information Technology Analyst	1	1	1	112,100	120,600	118,300
Project Manager	1	1	1	118,800	127,700	102,200
Administrative Analyst	2	2	2	169,300	173,600	151,000
Sr. Office Specialist	3	3	3	185,800	190,500	170,800
Sr. Administrative Analyst	1	1	1	88,600	97,900	88,600
Bilingual Pay				900	900	900
Non-Departmental				693,200	1,435,500	297,800
<b>TOTAL</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>\$2,414,400</b>	<b>\$3,224,800</b>	<b>\$2,004,500</b>

**Human Resources Division****Administrative Services**

General Fund/1601

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$364,765	\$490,900	\$510,400	\$473,600
1003	Salaries, Part Time	14,837	6,000	6,000	
1006	Salaries, Overtime	1,624	2,800	2,800	2,800
1009	Salaries Redistributed		(104,000)	(110,600)	(110,600)
1038	Sick Leave Payoff	3,300	3,400	3,400	3,400
1040	Vacation Payoff	5,004	5,200	5,200	5,200
1101	Retirement	75,874	102,000	110,100	110,400
1103	P.A.R.S. Retirement	85	200	200	
1104	P.E.R.S. Unfunded Liability	15,400	11,200	11,200	
1201	Workers' Compensation	2,604	2,700	2,800	2,800
1300	Employee Group Insurance	79,596	99,500	109,000	99,500
1318	Medicare Insurance	5,641	7,200	7,500	6,900
<b>Subtotal</b>		<b>568,729</b>	<b>627,000</b>	<b>658,000</b>	<b>594,000</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	11,695	11,100	12,100	9,800
2024	Electricity	2,522	3,200	3,200	3,200
2027	Water	222	300	300	300
2031	Telephone	851	800	800	800
2101	Materials and Supplies	20,853	18,000	18,100	18,100
2170	General Insurance	5,304	5,500	5,700	5,300
2222	Repairs and Maint. Other		500	500	300
2281	Printing	487	1,600	1,600	1,600
2302	Legal Advertising	10,778	14,000	14,000	12,000
2401	Contractual Services	136,678	85,000	85,000	76,300
<b>Subtotal</b>		<b>189,390</b>	<b>140,000</b>	<b>141,300</b>	<b>127,700</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment		2,800		
<b>Subtotal</b>		<b>0</b>	<b>2,800</b>	<b>0</b>	<b>0</b>
<b><u>Special Programs</u></b>					
8000	DMV Requirements	3,700	7,400	7,400	7,400
8031	Educational Reimbursement	21,826	20,000	20,000	20,000
8039	Employee Training	8,500	16,000	16,000	16,000
8043	Employee Development	10,775	25,000	25,000	25,000
<b>Subtotal</b>		<b>34,026</b>	<b>68,400</b>	<b>68,400</b>	<b>68,400</b>
<b>Grand Total</b>		<b>\$792,144</b>	<b>\$838,200</b>	<b>\$867,700</b>	<b>\$790,100</b>



## Human Resources Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Revised Budget	Adopted Budget	Adopted Budget	Revised Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Human Resources/Risk Manager	1	1	1	\$173,700	\$178,100	\$173,700
Administrative Analyst	2	2	2	169,300	173,600	151,000
Sr. Office Specialist	1	1	1	59,300	60,800	60,300
Sr. Administrative Analyst	1	1	1	88,600	97,900	88,600
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>\$490,900</b>	<b>\$510,400</b>	<b>\$473,600</b>

## Information Technology Services

*Administrative Services*  
*General Fund/1603*

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$348,689	\$477,700	\$501,300	\$467,300
1003	Salaries, Part Time		110,000	47,600	
1006	Salaries, Overtime	6,282	9,300	9,300	9,300
1038	New Sick Leave Payoff	2,304	2,600	2,600	2,600
1040	Vacation Payoff	2,700	2,900	2,900	2,900
1101	Retirement	70,436	98,200	104,300	102,500
1103	P.A.R.S. Retirement		3,500	1,200	
1104	P.E.R.S. Unfunded Liability	10,500	7,600	7,600	
1201	Workers' Compensation	1,800	2,000	1,500	1,500
1300	Employee Group Insurance	59,700	59,700	65,400	79,600
1318	Medicare Insurance	5,289	8,400	7,100	6,800
	<b>Subtotal</b>	<b>507,700</b>	<b>781,900</b>	<b>750,800</b>	<b>672,500</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	685	3,200	3,200	1,000
2024	Electricity	8,574	10,000	10,000	10,000
2027	Water	755	800	800	800
2031	Telephone	2,438	2,600	2,200	2,200
2101	Materials and Supplies	25,035	15,000	13,200	13,200
2150	Rents and Leases	172,440	186,800	173,700	172,000
2170	General Insurance	3,600	4,000	4,400	4,100
2222	Repairs and Maint. Other	31,512	32,000	32,000	32,000
2401	Contractual Services	108,870	70,200	70,200	70,200
2804	Costs Redistributed				
	<b>Subtotal</b>	<b>353,911</b>	<b>324,600</b>	<b>309,700</b>	<b>305,500</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	15,738	135,000		
5622	Other Equipment	97,542	62,200	5,200	
	<b>Subtotal</b>	<b>113,280</b>	<b>197,200</b>	<b>5,200</b>	<b>0</b>
<b><u>Special Programs</u></b>					
8999	Equipment and Software Replacement Reserve		222,000	222,000	160,000
	<b>Subtotal</b>	<b>0</b>	<b>222,000</b>	<b>222,000</b>	<b>160,000</b>
	<b>Grand Total</b>	<b>\$974,891</b>	<b>\$1,525,700</b>	<b>\$1,287,700</b>	<b>\$1,138,000</b>

## Information Technology Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Revised Budget	Adopted Budget	Adopted Budget	Revised Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Computer Network Administrator	1	1	1	\$131,300	\$134,600	\$131,300
Information System Specialist	1	1	1	115,500	118,400	115,500
Sr. Information Technology Analyst	1	1	1	112,100	120,600	118,300
Project Manager	1	1	1	118,800	127,700	102,200
<b>TOTAL</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>\$477,700</b>	<b>\$501,300</b>	<b>\$467,300</b>

## Communications

*Administrative Services  
General Fund/1604*

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	<i>Division combined with Information Technology in Prior Year Budgets.</i>		\$0	\$0
1003	Salaries, Part Time			62,400	62,400
1103	P.A.R.S. Retirement			2,300	2,300
1201	Workers' Compensation			500	300
1318	Medicare Insurance			1,600	900
<b>Subtotal</b>		0	0	66,800	65,900
<b><u>Maintenance and Operations</u></b>					
2031	Telephone			400	400
2101	Materials and Supplies			1,800	1,800
2150	Rents and Leases			22,100	22,100
2401	Contractual Services			60,000	67,000
<b>Subtotal</b>		0	0	84,300	91,300
<b>Grand Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$151,100</b>	<b>\$157,200</b>

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

General Fund/1701

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$632,495	\$758,600	\$777,600	\$765,800
1003	Salaries, Part Time	85,719	26,000	26,000	10,000
1006	Salaries, Overtime	4,831	3,900	3,900	3,900
1009	Salaries, Redistributed	(45,096)	(47,000)	(47,000)	(47,900)
1038	Sick Leave Payoff	6,696	7,000	7,000	7,000
1040	Vacation Payoff	27,504	28,500	28,500	28,500
1101	Retirement	147,721	174,900	195,300	191,100
1103	P.A.R.S. Retirement	3,493	1,000	1,000	400
1104	P.E.R.S. Unfunded Liability	32,200	23,300	23,300	
1201	Workers' Compensation	5,304	5,800	6,300	6,300
1300	Employee Group Insurance	131,304	131,300	144,000	131,300
1318	Medicare Insurance	9,626	12,400	12,900	11,200
<b>Subtotal</b>		<b>1,041,798</b>	<b>1,125,700</b>	<b>1,178,800</b>	<b>1,107,600</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	9,613	12,600	12,600	8,800
2024	Electricity	2,522	2,900	2,900	2,900
2027	Water	222	300	300	300
2031	Telephone	2,128	3,200	3,200	3,200
2101	Materials and Supplies	10,027	10,800	10,800	9,300
2150	Rents and Leases	620	1,000	100	1,000
2170	General Insurance	10,500	11,500	12,600	11,600
2222	Repairs and Maint. Other	977	3,200	3,200	3,200
2281	Printing	8,502	10,600	10,600	8,800
2401	Contractual Services	214,191	148,900	145,900	142,400
<b>Subtotal</b>		<b>259,302</b>	<b>205,000</b>	<b>202,200</b>	<b>191,500</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	2,150	2,400	37,200	0
<b>Subtotal</b>		<b>2,150</b>	<b>2,400</b>	<b>37,200</b>	<b>0</b>
<b>Grand Total</b>		<b>\$1,303,250</b>	<b>\$1,333,100</b>	<b>\$1,418,200</b>	<b>\$1,299,100</b>

## ***Finance 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>Revised Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Revised Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Director of Administrative Services	1	1	1	\$220,700	\$226,300	\$220,700
Finance Manager	1	1	1	173,700	178,100	173,700
Accountant	1	1	1	95,500	103,900	90,900
Accounting Technician	2	2	2	135,300	138,700	169,100
Senior Office Specialist	2	2	2	126,500	129,700	110,500
Bilingual Pay				900	900	900
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>\$752,600</b>	<b>\$777,600</b>	<b>\$765,800</b>

## Non-Departmental Division

### Administrative Services

General Fund/1781

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$455,149	\$693,200	\$1,435,500	\$297,800
1003	Salaries, Part Time	\$25,300	90,000	90,000	
1101	Retirement	201,197	122,900	122,900	82,900
1103	P.A.R.S. Retirement		2,900	2,900	
1104	P.E.R.S. Unfunded Liability	(161,301)	42,700	42,700	
1318	Medicare Insurance		8,000	8,000	8,000
<b>Subtotal</b>		<b>520,345</b>	<b>959,700</b>	<b>1,702,000</b>	<b>388,700</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	28,247	26,000	26,000	26,000
2101	Materials and Supplies	17,132	18,200	18,200	12,100
2222	Repairs and Maint. Other	91,727			
2401	Contractual Services	16,991	60,000	13,700	13,700
2432	Postage	47,145	48,600	48,600	45,000
2804	Costs Redistributed	(651,996)	(743,200)	(743,200)	(690,600)
2940	Cross Cultural Task Force	30,000	30,000	30,000	30,000
<b>Subtotal</b>		<b>(420,756)</b>	<b>(560,400)</b>	<b>(606,700)</b>	<b>(563,800)</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	15,287	142,400	144,500	500,000
<b>Subtotal</b>		<b>15,287</b>	<b>142,400</b>	<b>144,500</b>	<b>500,000</b>
<b><u>Special Programs</u></b>					
8125	Grant Seeking Specialist	60,000	60,000	66,000	66,000
8142	479 Ocean Avenue	6,018			
8160	Laguna Art Museum	449,125			
8161	Laguna Playhouse	329,528			
8204	LAFCO Funding	3,915	5,000	5,000	5,000
8325	Crossing Guard		7,000	8,000	8,000
8415	Strategic Planning	10,900	10,000	10,000	8,000
8610	Employee Picnic	5,129	5,000	5,000	5,000
8735	FT School Resource Officer	25,000	25,000	25,000	
8837	Airplane Noise	21,849	10,000	10,000	10,000
8840	LB Chamber Economic Dev		25,000		
8980	Assist Employee Recruitment		250,000		
8999	Contingency Unplanned Events				250,000
<b>Subtotal</b>		<b>911,464</b>	<b>397,000</b>	<b>129,000</b>	<b>352,000</b>
<b><u>Capital Improvements</u></b>					
9374	Open Space Acquisition*	0	20,000	20,000	20,000
<b>Subtotal</b>		<b>0</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
<b>Grand Total</b>		<b>\$1,026,340</b>	<b>\$958,700</b>	<b>\$1,388,800</b>	<b>\$696,900</b>

\* Funded from the Open Space Fund.

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# 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-three of these positions are sworn personnel. The department augments its services with the assistance of reserve officers, over 300 community volunteers representing our various volunteer groups such as COPs, CERT, the Animal Shelter, Police Explorers, and seasonal Police Cadets and Beach Patrol positions during the summer months.

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

**Support Services** - This section 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, recruitment and hiring, 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 two School Resource Officers, who divide 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 32 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 nuisance issues, strategies to combat them and community

outreach within the beat, as part of the department's 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 Business Liason Unit, K9 Officer, and 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:**

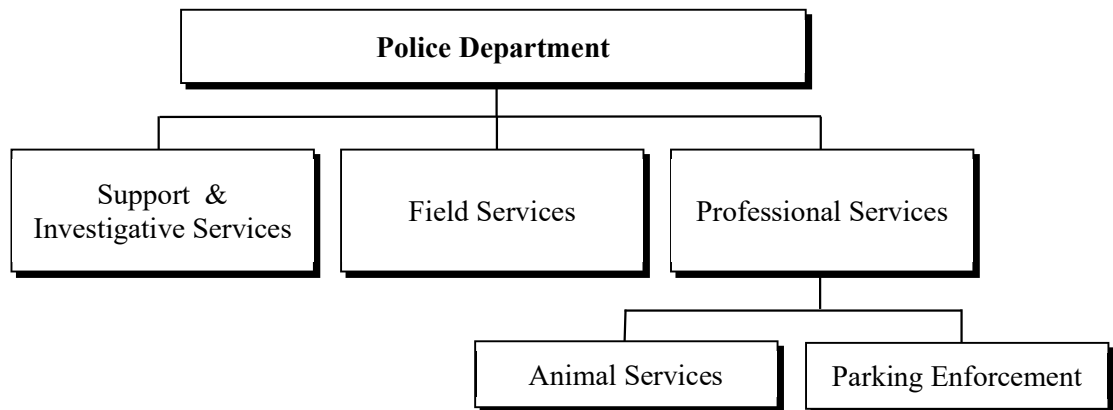
**Animal Services** - Under the supervision of the Kennel Manager and with three full time personnel and approximately 40 volunteers, the Animal Shelter cares for more than 300 impounded animals each year. Additionally, three Animal Services Officers enforce animal regulations within Laguna Beach and 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 four full-time personnel and two part-time 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 a full-time Beach Patrol Officer and adding a second Community Outreach Officer.

**Budget Reductions** - As a result of the revenue losses due to the Covid-19 pandemic and impending recession, the Police Department made reductions to areas that will have no significant impacts to services. Those reductions include reducing overtime by 5%; right-sized the budgets for repairs and maintenance saving \$52,000; added a full-time senior information technology analyst position offset by a matching reduction in contractual services; eliminated unnecessary contract services for professional lab services and eliminated airborne law enforcement services. No reductions in Measure LL services are proposed. In the Parking Fund, eliminated two parking control officers in Parking Enforcement partially offset by adding part-time cadets.

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



# Police Department Budget Summary

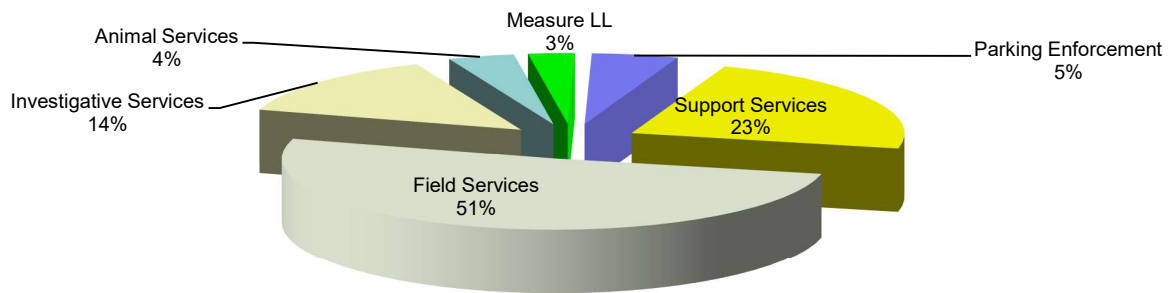
*All  
Divisions*

<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 2020-21 Adopted</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		\$4,928,800
Field Services	10,322,900	637,700		21,000		\$10,981,600
Investigative Services	2,795,100	212,900	40,000			\$3,048,000
Animal Services	729,400	109,900		5,000		\$844,300
Measure LL	587,300	5,200				\$592,500
Parking Enforcement	913,400	190,400				\$1,103,800
<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>

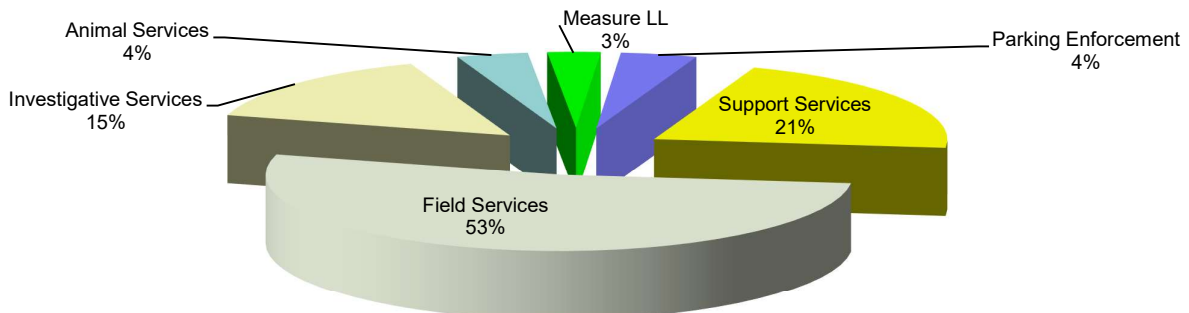
  

<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 2020-21 Revised</b>					<b>Division</b>
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
Support Services	\$3,742,500	\$628,200	\$0	\$3,000		\$4,373,700
Field Services	10,161,200	613,800		21,000		\$10,796,000
Investigative Services	2,890,700	193,800	40,000			\$3,124,500
Animal Services	699,400	104,200		5,000		\$808,600
Measure LL	596,500	4,200				\$600,700
Parking Enforcement	699,800	165,900				\$865,700
<b>Department Total</b>	<b>\$18,790,100</b>	<b>\$1,710,100</b>	<b>\$40,000</b>	<b>\$29,000</b>	<b>\$0</b>	<b>\$20,569,200</b>

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



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



## Police Department Budget Detail

*All  
Divisions*

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$9,223,287	\$9,830,000	\$9,998,500	\$10,185,100
1003	Salaries, Part Time	608,519	499,000	504,000	484,400
1006	Salaries, Overtime	956,545	892,100	892,100	856,300
1009	Salaries, Redistributed	(24)	(500)	(500)	0
1038	Sick Leave Payoff	89,604	101,300	101,300	101,300
1040	Vacation Payoff	198,108	206,300	210,200	210,200
1042	Comp Time Payoffs	20,904	21,100	21,100	21,100
1053	Holiday Allowance	230,279	143,500	143,500	143,500
1101	Retirement	2,783,930	3,272,700	3,468,900	3,571,200
1102	PERS-Side Fund	477,696	477,700	477,700	477,700
1103	P.A.R.S. Retirement	20,143	16,100	16,200	19,600
1104	P.E.R.S. Unfunded Liability	510,400	358,000	358,000	0
1201	Workers' Compensation	549,600	561,200	575,600	575,600
1300	Employee Group Insurance	1,930,296	1,970,100	2,156,300	1,975,500
1318	Medicare Insurance	157,945	165,000	168,500	168,600
	<b>Subtotal</b>	<b>17,757,234</b>	<b>18,513,600</b>	<b>19,091,400</b>	<b>18,790,100</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	86,412	79,600	80,100	79,100
2011	Training, Travel and Dues	38,047	25,900	25,900	13,100
2021	Natural Gas	1,507	2,200	2,200	2,200
2024	Electricity	30,574	35,900	35,900	35,900
2027	Water	4,888	4,800	4,800	4,800
2031	Telephone	81,495	124,200	124,200	104,200
2051	Gas and Lubrications	109,553	119,000	119,000	115,200
2101	Materials and Supplies	154,345	142,200	142,700	142,700
2150	Rents and Leases	319,774	318,900	318,900	318,900
2170	General Insurance	216,096	236,900	250,200	230,400
2201	Repairs and Maint. Auto.	119,933	94,400	94,400	64,900
2222	Repairs and Maint. Other	73,403	112,400	112,900	89,900
2281	Printing	20,375	27,600	27,600	20,600
2401	Contractual Services	640,917	661,200	661,200	488,200
	<b>Subtotal</b>	<b>1,897,319</b>	<b>1,985,200</b>	<b>2,000,000</b>	<b>1,710,100</b>

***Police Department  
Budget Detail***

***All  
Divisions***

Account		Actual	Adopted	Adopted	Revised
No.	Account Title	Expenditures	Budget	Budget	Budget
		2018-19	2019-20	2020-21	2020-21
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	187,252	98,600	325,600	
5622	Other Equipment	50,279	58,000	13,000	
	<b>Subtotal</b>	<b>237,531</b>	<b>156,600</b>	<b>338,600</b>	<b>0</b>
<b><u>Special Programs</u></b>					
	Special Programs	246,901	69,000	69,000	69,000
	<b>Subtotal</b>	<b>246,901</b>	<b>69,000</b>	<b>69,000</b>	<b>69,000</b>
	<b>Grand Total</b>	<b>\$20,138,985</b>	<b>\$20,724,400</b>	<b>\$21,499,000</b>	<b>\$20,569,200</b>

# Police Department Position Summary

*All  
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Revised Budget	Adopted Budget	Adopted Budget	Revised Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Police Chief	1	1	1	\$220,700	\$226,300	\$220,700
Police Captain	2	2	2	359,200	359,200	359,200
Police Lieutenant	2	2	2	346,200	346,200	346,200
Police Sergeant	7	7	7	1,051,400	1,051,400	1,056,900
Police Corporal	13	13	13	1,357,100	1,393,600	1,445,100
Police Officer	27	28	28	2,671,800	2,753,400	2,913,000
Beach Patrol Officer	2	2	2	97,800	100,000	106,000
Dispatcher	8	8	8	627,900	646,900	647,500
Senior Dispatcher	3	3	3	280,200	280,200	300,900
Records Specialist	4	4	4	239,400	242,100	242,800
Records Specialist/Jail Supervisor	1	1	1	78,000	81,900	84,500
Support Services Supervisor	1	1	1	130,900	130,900	133,800
Police Civilian Supervisor	1	1	1	157,400	157,400	157,400
Emergency Operations Coordinator	1	1	1	113,500	113,500	102,200
Police Fleet Coordinator	1	1	1	81,900	81,900	83,700
Administrative Assistant	1	1	1	77,300	79,300	77,800
Admin. Office Specialist	1	1	1	67,900	69,600	65,000
Administrative Analyst (Crime)	1	1	1	82,800	82,800	70,500
Comm. Serv. Officer II	2	2	2	151,000	151,000	155,300
Comm. Serv. Officer	2	2	2	143,000	143,000	104,400
Kennel Manager	1	1	1	73,200	73,200	75,300
Animal Serv. Officer	3	3	3	219,600	219,600	204,100
Kennel Aide	2	2	2	124,000	124,000	127,400
Parking Control Officer	4	4	4	265,600	265,600	268,700
Sr. Parking Control Officer	1	1	1	75,500	75,500	77,700
Senior IT Analyst		1	1	0	0	124,300
Jailers*	2	2	2	109,600	109,600	119,500
Education, Certification, Uniform Pay				409,400	422,700	442,000
<i>Subtotal</i>	94	96	96	9,612,300	9,780,800	10,111,900
<u>Measure LL</u>						
Community Outreach Officer	1	1	1	111,500	111,500	111,500
Beach Patrol Officer	2	2	2	97,100	97,100	108,900
Education Incentive				2,600	2,600	2,600
POST Certification				6,500	6,500	6,500
<i>Subtotal</i>	3	3	3	217,700	217,700	229,500
<u>Positions Eliminated</u>						
Parking Control Officer (Parking)			-2			(156,300)
<i>Subtotal</i>	0	0	-2	0	0	(156,300)
<b>TOTAL</b>	97.00	99.00	97.00	9,830,000	9,998,500	10,185,100

Note:

\*Partially funded by Measure LL Fund

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$2,050,272	\$2,271,200	\$2,306,100	\$2,439,300
1003	Salaries, Part Time	86,270	55,000	60,000	20,000
1006	Salaries, Overtime	107,061	71,500	71,500	68,000
1009	Salaries, Redistributed	(154,104)	(161,600)	(161,600)	(170,900)
1038	Sick Leave Payoff	18,600	19,800	19,800	19,800
1040	Vacation Payoff	36,600	38,900	38,900	38,900
1042	Comp Time Payoffs	3,504	3,600	3,600	3,600
1053	Holiday Allowance	40,539	29,200	29,200	29,200
1101	Retirement	507,882	608,700	662,000	695,000
1102	PERS-Side Fund	33,396	33,400	33,400	33,400
1103	P.A.R.S. Retirement	93	1,800	1,900	800
1104	P.E.R.S. Unfunded Liability	122,600	86,900	86,900	0
1201	Workers' Compensation	25,800	28,300	31,100	31,100
1300	Employee Group Insurance	477,600	477,600	523,200	497,500
1318	Medicare Insurance	33,965	35,500	37,300	36,800
	<b>Subtotal</b>	<b>3,390,077</b>	<b>3,599,800</b>	<b>3,743,300</b>	<b>3,742,500</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	9,760	9,000	9,500	9,500
2011	Training, Travel and Dues	17,957	12,000	12,000	6,000
2024	Electricity	24,091	30,000	30,000	30,000
2027	Water	2,101	2,100	2,100	2,100
2031	Telephone	63,603	106,900	106,900	86,900
2051	Gas and Lubrications	2,552	7,200	7,200	5,500
2101	Materials and Supplies	56,226	47,000	47,500	47,500
2150	Rents and Leases	24,070	22,300	22,300	22,300
2170	General Insurance	54,696	60,100	66,100	60,600
2201	Repairs and Maint. Automotive	9,742	5,900	5,900	3,400
2222	Repairs and Maint. Other	58,511	90,000	90,500	70,500
2281	Printing	7,580	8,400	8,400	3,400
2401	Contractual Services	408,990	435,500	435,500	280,500
	<b>Subtotal</b>	<b>739,880</b>	<b>836,400</b>	<b>843,900</b>	<b>628,200</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	91,797	98,600	325,600	0
5622	Other Equipment	41,840	58,000	13,000	0
5510	Automotive				
	<b>Subtotal</b>	<b>133,637</b>	<b>156,600</b>	<b>338,600</b>	<b>0</b>



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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Special Programs</b>					
8061	O.C. Human Relations Comm.	2,798	3,000	3,000	3,000
8064	Emergency Kit Backpacks	42,996			
8970	EOC Improvements	302			
	<b>Subtotal</b>	46,096	3,000	3,000	3,000
	<b>Grand Total</b>	<b>\$4,309,691</b>	<b>\$4,595,800</b>	<b>\$4,928,800</b>	<b>\$4,373,700</b>

## ***Support Services Position Summary***

<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>Revised</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Revised</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Police Chief	1	1	1	\$220,700	\$226,300	\$220,700
Police Captain	1	1	1	179,600	179,600	179,600
Support Services Supervisor	1	1	1	130,900	130,900	133,800
Police Civilian Administrator	1	1	1	157,400	157,400	157,400
Emergency Operations Coordinator	1	1	1	113,500	113,500	102,200
Dispatcher	8	8	8	627,900	646,900	647,500
Sr. Dispatcher	3	3	3	280,200	280,200	300,900
Records Specialist	4	4	4	239,400	242,100	242,800
Records Specialist/Jail Superv	1	1	1	78,000	81,900	84,500
Administrative Assistant	1	1	1	77,300	79,300	77,800
Admin. Office Specialist	1	1	1	67,900	69,600	65,000
Police Fleet Coordinator	1	1	1	81,900	81,900	83,700
Senior IT Analyst			1	0	0	124,300
Education Pay						2,600
Bilingual Pay				5,400	5,400	5,400
Assignment Pay				11,100	11,100	11,100
<b>TOTAL</b>	<b>24</b>	<b>24</b>	<b>25</b>	<b>\$2,271,200</b>	<b>\$2,306,100</b>	<b>\$2,439,300</b>

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$4,963,369	\$5,041,700	\$5,120,600	\$5,212,500
1003	Salaries, Part Time	357,344	350,000	350,000	350,000
1006	Salaries, Overtime	550,777	480,000	480,000	456,000
1009	Salaries, Redistributed	(39,396)	(39,400)	(39,400)	(39,400)
1038	Sick Leave Payoff	49,104	58,400	58,400	58,400
1040	Vacation Payoff	126,204	130,000	133,900	133,900
1042	Comp Time Payoffs	14,496	14,500	14,500	14,500
1053	Holiday Allowance	151,270	74,800	74,800	74,800
1101	Retirement	1,637,754	1,884,200	1,990,600	2,028,300
1102	PERS-Side Fund	353,496	353,500	353,500	353,500
1103	P.A.R.S. Retirement	13,752	11,200	11,200	14,000
1104	P.E.R.S. Unfunded Liability	287,900	184,600	184,600	0
1201	Workers' Compensation	488,100	493,800	501,600	501,600
1300	Employee Group Insurance	895,500	915,400	1,000,900	915,400
1318	Medicare Insurance	85,663	86,400	87,700	87,700
	<b>Subtotal</b>	<b>9,935,332</b>	<b>10,039,100</b>	<b>10,322,900</b>	<b>10,161,200</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	63,188	59,600	59,600	59,600
2011	Training, Travel and Dues	12,697	7,900	7,900	4,000
2031	Telephone	10,415	9,000	9,000	9,000
2051	Gas and Lubrications	85,822	88,000	88,000	88,000
2101	Materials and Supplies	36,831	38,200	38,200	38,200
2150	Rents and Leases	231,396	222,100	222,100	222,100
2170	General Insurance	96,696	106,300	106,900	97,900
2201	Repairs and Maint. Auto.	96,894	71,000	71,000	51,000
2222	Repairs and Maint. Other	5,960	7,000	7,000	7,000
2281	Printing	3,460	4,500	4,500	4,500
2401	Contractual Services	23,192	23,500	23,500	32,500
	<b>Subtotal</b>	<b>666,551</b>	<b>637,100</b>	<b>637,700</b>	<b>613,800</b>
<b><u>Capital Outlay</u></b>					
5622	Other Equipment	27,665			
	<b>Subtotal</b>	<b>27,665</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Special Programs</u></b>					
8100	K-9 Program	7,933	8,000	8,000	8,000
8245	CERT Program	27,994	13,000	13,000	13,000
8416	Traffic Safety Grant-DUI	111,744			
8725	Local Hazard Mitigation-FEMA	11,678			
	<b>Subtotal</b>	<b>159,348</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>
	<b>Grand Total</b>	<b>\$10,788,896</b>	<b>\$10,697,200</b>	<b>\$10,981,600</b>	<b>\$10,796,000</b>

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

<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>Revised</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Revised</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Police Captain	1	1	1	\$179,600	\$179,600	\$179,600
Police Lieutenant	2	2	2	346,200	346,200	346,200
Police Sergeant	6	6	6	915,400	915,400	916,100
Police Corporal	9	9	9	914,500	920,100	950,500
Police Officer	22	22	22	2,185,100	2,253,100	2,286,100
Beach Patrol Officer	2	2	2	97,800	100,000	106,000
Jailers*	2	2	2	109,600	109,600	119,500
Education Incentive				104,900	108,000	112,300
Bilingual Pay				1,800	1,800	1,900
Uniform Pay				1,200	1,200	1,300
POST Certification				185,600	185,600	193,000
<b>TOTAL</b>	<b>44</b>	<b>44</b>	<b>44</b>	<b>\$5,041,700</b>	<b>\$5,120,600</b>	<b>\$5,212,500</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 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$219,403	\$217,600	\$217,600	\$229,500
1003	Salaries, Part Time	15,837			
1006	Salaries, Overtime	91,993	218,100	218,100	218,100
1009	Salaries, Redistributed	39,372	39,400	39,400	39,400
1038	Sick Leave Payoff	996	1,000	1,000	1,000
1040	Vacation Payoff	996	1,000	1,000	1,000
1042	Comp Time Payoffs	3,896			
1101	Retirement	34,641	32,800	36,000	37,500
1201	Workers' Compensation	3,204	3,500	3,800	3,800
1300	Employee Group Insurance	59,700	59,700	65,400	59,700
1318	Medicare Insurance	4,726	5,000	5,000	6,500
	<b>Subtotal</b>	<b>474,765</b>	<b>578,100</b>	<b>587,300</b>	<b>596,500</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	5,870	1,000	1,000	0
2031	Telephone	396	400	400	400
2170	General Insurance	3,204	3,500	3,800	3,800
	<b>Subtotal</b>	<b>9,470</b>	<b>4,900</b>	<b>5,200</b>	<b>4,200</b>
	<b>Grand Total</b>	<b>\$484,235</b>	<b>\$583,000</b>	<b>\$592,500</b>	<b>\$600,700</b>

## ***Measure LL Field Services 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>Revised Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Revised Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Beach Patrol Officer	2	2	2	97,100	\$97,100	\$108,900
Community Outreach Officer	1	1	1	111,500	111,500	111,500
Education Incentive				2,600	2,600	2,600
POST Certification				6,500	6,500	6,500
<b>TOTAL</b>	3	3	3	\$217,700	\$217,700	\$229,500

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,304,078	\$1,465,700	\$1,520,400	\$1,650,300
1003	Salaries, Part Time	81,215	50,000	50,000	40,000
1006	Salaries, Overtime*	193,357	110,000	110,000	105,200
1038	Sick Leave Payoff	12,504	13,300	13,300	13,300
1040	Vacation Payoff	22,404	23,800	23,800	23,800
1042	Comp Time Payoffs	2,904	3,000	3,000	3,000
1053	Holiday Allowance	19,807	25,000	25,000	25,000
1101	Retirement	417,582	517,800	545,600	579,000
1102	PERS-Side Fund	90,804	90,800	90,800	90,800
1103	P.A.R.S. Retirement	3,048	1,600	1,600	2,000
1104	P.E.R.S. Unfunded Liability	81,900	53,500	53,500	0
1201	Workers' Compensation	23,004	25,300	27,800	27,800
1300	Employee Group Insurance	238,800	278,600	305,200	303,900
1318	Medicare Insurance	23,497	24,700	25,100	26,600
	<b>Subtotal</b>	<b>2,514,905</b>	<b>2,683,100</b>	<b>2,795,100</b>	<b>2,890,700</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	4,053	5,500	5,500	5,500
2011	Training, Travel and Dues	7,334	5,300	5,300	2,700
2031	Telephone	5,426	6,200	6,200	6,200
2051	Gas and Lubrications	6,398	10,500	10,500	7,700
2101	Materials and Supplies	23,160	21,500	21,500	21,500
2150	Rents and Leases	22,104	30,100	30,100	30,100
2170	General Insurance	46,296	50,900	55,900	51,200
2201	Repairs and Maint. Auto.	2,093	6,000	6,000	2,000
2222	Repairs and Maint. Other	75	2,000	2,000	1,000
2281	Printing	881	1,000	1,000	1,000
2401	Contractual Services	80,087	68,900	68,900	64,900
	<b>Subtotal</b>	<b>197,907</b>	<b>207,900</b>	<b>212,900</b>	<b>193,800</b>
<b>Capital Outlay</b>					
5622	Other Equipment	67,790			
	<b>Subtotal</b>	<b>67,790</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8118	P.O.S.T. Reimb. Training	28,376	40,000	40,000	40,000
	<b>Subtotal</b>	<b>28,376</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>
	<b>Grand Total</b>	<b>\$2,808,978</b>	<b>\$2,931,000</b>	<b>\$3,048,000</b>	<b>\$3,124,500</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</b>	<b>Adopted</b>	<b>Revised</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Revised</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Police Sergeant	1	1	1	\$136,000	\$136,000	\$140,800
Police Corporal	4	4	4	442,600	473,500	494,600
Police Officer*	5	5	6	486,700	500,300	626,900
Comm. Serv. Officer II	2	2	2	151,000	151,000	155,300
Comm. Serv. Officer	1	1	1	71,500	71,500	52,200
Administrative Analyst (Crime)	1	1	1	82,800	82,800	70,500
Uniform Pay				10,800	10,800	10,800
Education Incentive				45,200	50,600	52,600
POST Certification				39,100	43,900	46,600
<b>TOTAL</b>	<b>14</b>	<b>14</b>	<b>15</b>	<b>\$1,465,700</b>	<b>\$1,520,400</b>	<b>\$1,650,300</b>



**Animal Services Division**

*Police Department*  
*General Fund/2201*

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$354,042	\$416,800	\$416,800	\$406,800
1003	Salaries, Part Time	40,497	29,000	29,000	29,000
1006	Salaries, Overtime	5,043	4,000	4,000	3,000
1038	Sick Leave Payoff	3,996	4,200	4,200	4,200
1040	Vacation Payoff	6,900	7,500	7,500	7,500
1053	Holiday Allowance	8,786	11,000	11,000	11,000
1101	Retirement	79,437	96,900	99,700	105,400
1103	P.A.R.S. Retirement	1,534	1,000	1,000	1,100
1104	P.E.R.S. Unfunded Liability	18,000	13,000	13,000	0
1201	Workers' Compensation	4,596	5,000	5,500	5,500
1300	Employee Group Insurance	119,400	119,400	130,800	119,400
1318	Medicare Insurance	4,870	6,900	6,900	6,500
	<b>Subtotal</b>	<b>647,101</b>	<b>714,700</b>	<b>729,400</b>	<b>699,400</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	1,010	2,200	2,200	2,200
2011	Training, Travel and Dues	5	500	500	300
2021	Natural Gas	1,507	2,200	2,200	2,200
2024	Electricity	6,483	5,900	5,900	5,900
2027	Water	2,787	2,700	2,700	2,700
2031	Telephone	827	700	700	700
2051	Gas and Lubrications	11,205	8,100	8,100	10,200
2101	Materials and Supplies	36,153	29,000	29,000	29,000
2150	Rents and Leases	20,700	20,900	20,900	20,900
2170	General Insurance	6,504	7,000	7,500	6,900
2201	Repairs and Maint. Auto.	4,507	5,000	5,000	2,000
2222	Repairs and Maint. Other	8,858	6,000	6,000	4,000
2281	Printing	1,558	2,900	2,900	900
2401	Contractual Services	15,313	16,300	16,300	16,300
	<b>Subtotal</b>	<b>117,416</b>	<b>109,400</b>	<b>109,900</b>	<b>104,200</b>
<b><u>Capital Outlay</u></b>					
5622	Other Equipment	1,119			
	<b>Subtotal</b>	<b>1,119</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Special Programs</u></b>					
8185	Estate Donation Expenditures	7,409			
8243	Animal Shelter Donations	5,672	5,000	5,000	5,000
	<b>Subtotal</b>	<b>13,081</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
	<b>Grand Total</b>	<b>\$778,717</b>	<b>\$829,100</b>	<b>\$844,300</b>	<b>\$808,600</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>Adopted Budget</b>	<b>Revised Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Revised Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Kennel Manager	1	1	1	\$73,200	\$73,200	\$75,300
Animal Services Officers	3	3	3	219,600	219,600	204,100
Kennel Aides	2	2	2	124,000	124,000	127,400
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>\$416,800</b>	<b>\$416,800</b>	<b>\$406,800</b>

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$332,122	\$417,000	\$417,000	\$246,700
1003	Salaries, Part Time	27,357	15,000	15,000	45,400
1006	Salaries, Overtime	8,315	8,500	8,500	6,000
1009	Salaries, Redistributed	154,104	161,100	161,100	170,900
1038	Sick Leave Payoff	4,404	4,600	4,600	4,600
1040	Vacation Payoff	5,004	5,100	5,100	5,100
1053	Holiday Allowance	5,982	3,500	3,500	3,500
1101	Retirement	106,634	132,300	135,000	126,000
1103	P.A.R.S. Retirement	1,026	500	500	1,700
1104	P.E.R.S. Unfunded Liability	0	20,000	20,000	0
1201	Workers' Compensation	4,896	5,300	5,800	5,800
1300	Employee Group Insurance	139,296	119,400	130,800	79,600
1318	Medicare Insurance	5,225	6,500	6,500	4,500
	<b>Subtotal</b>	<b>794,364</b>	<b>898,800</b>	<b>913,400</b>	<b>699,800</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	2,531	2,300	2,300	2,300
2011	Training, Travel and Dues	54	200	200	100
2031	Telephone	828	1,000	1,000	1,000
2051	Gas and Lubrications	3,576	5,200	5,200	3,800
2101	Materials and Supplies	1,975	6,500	6,500	6,500
2150	Rents and Leases	21,504	23,500	23,500	23,500
2170	General Insurance	8,700	9,100	10,000	10,000
2201	Repairs and Maint. Auto.	6,697	6,500	6,500	6,500
2222	Repairs and Maint. Other	0	7,400	7,400	7,400
2281	Printing	6,895	10,800	10,800	10,800
2401	Contractual Services	113,334	117,000	117,000	94,000
	<b>Subtotal</b>	<b>166,095</b>	<b>189,500</b>	<b>190,400</b>	<b>165,900</b>
<b><u>Capital Outlay</u></b>					
5622	Other Equipment	7,320			
	<b>Subtotal</b>	<b>7,320</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$967,779</b>	<b>\$1,088,300</b>	<b>\$1,103,800</b>	<b>\$865,700</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>Revised Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Revised Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Parking Services Officer	4	4	3	\$265,600	\$265,600	\$200,400
Parking Service/Accident Investigator			1	0	0	\$68,300
Sr. Parking Control Officer	1	1	1	75,500	75,500	77,700
Community Services Officer	1	1	1	71,500	71,500	52,200
Bilingual Pay				900	900	900
Assignment Pay				3,500	3,500	3,500
<i>Subtotal</i>	6	6	6	\$417,000	\$417,000	\$403,000
<b><u>Position Eliminated</u></b>						
Parking Control Officer			-2			(\$156,300)
<b>TOTAL</b>	6	6	4	\$417,000	\$417,000	\$246,700

# 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 the 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 a 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 emergencies. 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 is 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, plan review, 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 the uncontrolled growth of vegetation on private properties. The fuel management program consists of approximately

350 acres surrounding the exterior of the City, along with 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.

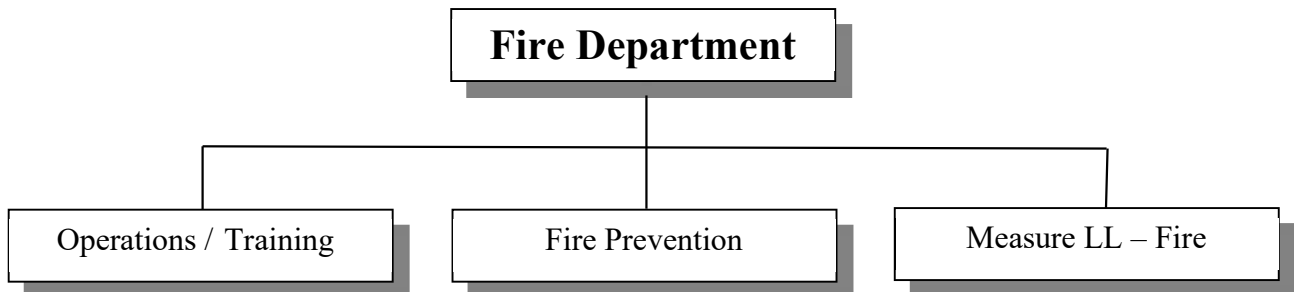
**Measure LL** – The Fire Department is utilizing this additional funding to provide a new civilian Fire Marshal who oversees the Fire Prevention Division. In addition, the Fire Department is staffing each of the City’s four fire stations with Paramedic personnel. As a result of Measure LL funding, 67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

**Major Initiatives:**

- 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.

**Budget Reductions** - As a result of the revenue losses due to the Covid-19 pandemic, the Fire Department has made reductions to areas that will not impact our emergency operations. We focused on areas that we could control with minimal impacts, such as uniform procurement, office supplies, and reduced some training expenses. We also made a reduction to our overtime expenses and plan to incorporate more duties and responsibilities to on-duty personnel.

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



## Fire Department

*All  
Divisions*

### Division

Fire Operations  
Measure LL  
Fire Prevention  
Department Total

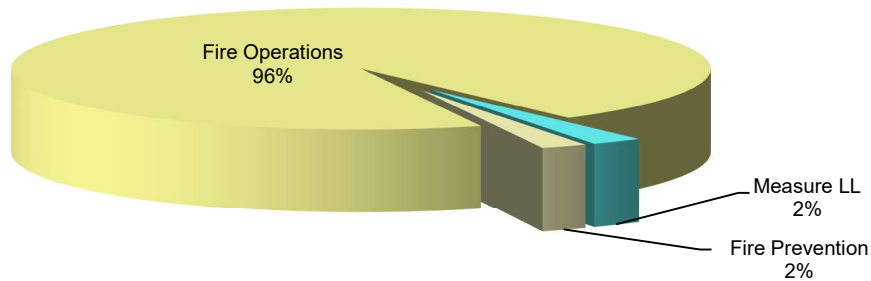
<i>MAJOR CATEGORY OF EXPENDITURE FY 20-21 Adopted</i>					Division
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$12,333,500	\$1,442,100	\$167,000			<b>\$13,942,600</b>
213,200	16,900			\$120,000	<b>\$350,100</b>
82,300	72,100		156,400		<b>\$310,800</b>
<b>\$12,629,000</b>	<b>\$1,531,100</b>	<b>\$167,000</b>	<b>\$156,400</b>	<b>\$120,000</b>	<b>\$14,603,500</b>

### Division

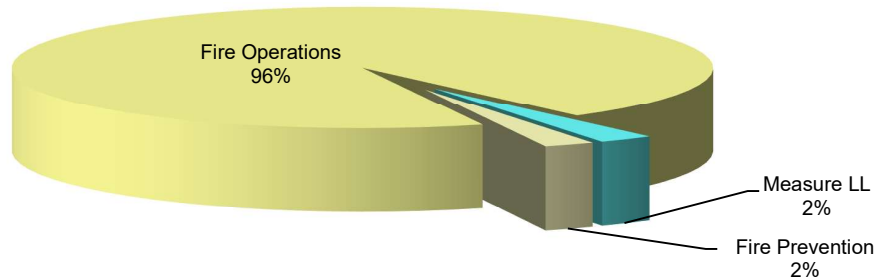
Fire Operations  
Measure LL  
Fire Prevention  
Department Total

<i>MAJOR CATEGORY OF EXPENDITURE FY 2020-21 Revised</i>					Division
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$11,769,600	\$1,380,900				<b>\$13,150,500</b>
216,200	18,000	120,000			<b>\$354,200</b>
82,300	64,400		176,900		<b>\$323,600</b>
<b>\$12,068,100</b>	<b>\$1,463,300</b>	<b>\$120,000</b>	<b>\$176,900</b>	<b>\$0</b>	<b>\$13,828,300</b>

**Summary By Category FY 2020-21 Adopted**



**Summary By Category FY 2020-21 Revised**



## Fire Department Budget Detail

## All Divisions

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$5,591,011	\$6,088,100	\$6,204,500	\$6,057,500
1003	Salaries, Part Time	20,270	43,300	43,300	19,300
1006	Salaries, Overtime	1,547,160	1,358,600	1,358,600	1,292,400
1007	Salaries, Overtime-Mutual Aid	399,444	250,000	250,000	250,000
1038	Sick Leave Payoff	40,692	46,100	47,500	47,500
1040	Vacation Payoff	124,596	127,400	130,300	130,300
1053	Holiday Allowance	24,706	0	0	0
1101	Retirement	1,947,670	2,240,000	2,482,300	2,465,300
1102	PERS-Side Fund	350,604	350,600	350,600	350,600
1103	P.A.R.S. Retirement	0	1,500	1,500	1,600
1104	P.E.R.S. Unfunded Liability	317,400	247,500	247,500	0
1201	Workers' Compensation	453,696	478,200	484,300	484,300
1300	Employee Group Insurance	855,192	857,600	915,600	857,600
1318	Medicare Insurance	101,637	111,400	113,000	111,700
	<b>Subtotal</b>	<b>11,774,078</b>	<b>12,200,300</b>	<b>12,629,000</b>	<b>12,068,100</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	51,535	92,500	95,100	90,500
2011	Training, Travel and Dues	65,354	93,600	93,600	84,700
2021	Natural Gas	2,015	2,300	2,300	2,300
2024	Electricity	30,956	29,500	31,000	31,000
2027	Water	6,601	6,800	7,100	7,100
2031	Telephone	48,951	61,700	64,700	64,700
2051	Gas and Lubrications	53,628	56,500	56,500	52,900
2101	Materials and Supplies	74,499	82,400	79,600	75,500
2110	Paramedic Medical Supplies	49,768	57,200	58,900	58,900
2150	Rents and Leases	433,500	484,200	484,200	484,200
2170	General Insurance	96,996	106,600	112,500	103,200
2201	Repairs and Maint. Auto.	138,190	126,000	128,700	128,400
2222	Repairs and Maint. Other	82,181	73,400	68,400	64,900
2281	Printing	9,030	6,800	6,800	6,700
2401	Contractual Services	246,335	240,500	241,700	208,300
	<b>Subtotal</b>	<b>1,389,538</b>	<b>1,520,000</b>	<b>1,531,100</b>	<b>1,463,300</b>
<b>Capital Outlay</b>					
5203	Buildings	28,372			
5408	Office Furniture & Equipment	29,143			
5622	Other Equipment	56,154	135,000	287,000	120,000
	<b>Subtotal</b>	<b>113,669</b>	<b>135,000</b>	<b>287,000</b>	<b>120,000</b>
<b>Special Programs</b>					
	Special Programs	475,145	156,400	156,400	176,900
	<b>Subtotal</b>	<b>475,145</b>	<b>156,400</b>	<b>156,400</b>	<b>176,900</b>
	<b>Grand Total</b>	<b>\$13,752,430</b>	<b>\$14,011,700</b>	<b>\$14,603,500</b>	<b>\$13,828,300</b>



## Fire Department Position Summary

*All  
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Revised Budget	Adopted Budget	Adopted Budget	Revised Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Fire Chief	1	1	1	\$220,500	\$226,100	\$220,500
Fire Division Chief	3	3	3	549,300	549,300	549,300
Fire Captain	13	13	13	1,700,300	1,711,100	1,645,100
Fire Engineer	12	12	12	1,299,400	1,309,100	1,298,900
Firefighter	12	12	12	1,049,500	1,111,300	1,083,900
Administrative Assistant	1	1	1	77,100	79,100	77,100
Acting Pay				40,000	40,000	40,000
Education Incentive				304,000	314,900	294,800
Education Pay				120,700	122,700	122,300
Holiday Pay				144,300	147,600	145,300
Paramedic Pay				400,400	404,500	388,600
Bilingual Pay				900	900	900
<i>Subtotal</i>	42	42	42	5,906,400	6,016,600	5,866,700
<u>Measure LL</u>						
Fire Marshal	1	1	1	128,400	128,400	131,300
Paramedic Pay				59,500	59,500	59,500
<i>Subtotal</i>	1	1	1	187,900	187,900	190,800
<b>TOTAL</b>	43	43	43	\$6,094,300	\$6,204,500	\$6,057,500

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$5,220,235	\$5,900,200	\$6,016,600	\$5,866,700
1003	Salaries, Part Time	0	24,000	24,000	
1006	Salaries, Overtime	1,469,046	1,325,000	1,325,000	1,258,800
1007	Salaries, Overtime-Mutual Aid	397,199	250,000	250,000	250,000
1038	Sick Leave Payoff	33,096	45,100	46,500	46,500
1040	Vacation Payoff	91,200	126,400	129,300	129,300
1053	Holiday Allowance	16,471			
1101	P.E.R.S. Retirement	1,878,082	2,216,200	2,456,900	350,600
1102	PERS-Side Fund	340,104	350,600	350,600	
1103	P.A.R.S. Retirement		800	800	900
1104	P.E.R.S. Unfunded Liability	307,100	247,500	247,500	
1201	Workers' Compensation	451,200	477,200	483,300	483,300
1300	Employee Group Insurance	815,400	837,700	893,800	837,700
1318	Medicare Insurance	94,671	107,600	109,200	108,100
	<b>Subtotal</b>	<b>11,113,804</b>	<b>11,908,300</b>	<b>12,333,500</b>	<b>11,769,600</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	48,869	87,300	89,900	85,400
2011	Training, Travel and Dues	59,654	76,000	76,000	68,900
2021	Natural Gas	2,015	2,300	2,300	2,300
2024	Electricity	30,956	29,500	31,000	31,000
2027	Water	6,601	6,800	7,100	7,100
2031	Telephone	47,543	59,900	62,900	62,900
2051	Gas and Lubrications	52,138	50,000	50,000	50,000
2101	Materials and Supplies	66,942	75,000	72,000	68,400
2110	Paramedic Medical Supplies	49,768	57,200	58,900	58,900
2150	Rents and Leases	408,000	477,500	477,500	477,500
2170	General Insurance	93,396	102,700	108,300	99,200
2201	Repairs and Maint. Auto.	137,808	121,400	124,100	124,100
2222	Repairs and Maint. Other	82,181	73,400	68,400	64,900
2281	Printing	8,583	5,000	5,000	5,000
2401	Contractual Services	165,479	208,000	208,700	175,300
	<b>Subtotal</b>	<b>1,259,933</b>	<b>1,432,000</b>	<b>1,442,100</b>	<b>1,380,900</b>
<b>Capital Outlay</b>					
5305	Improvements Other Than Bldgs	28,372	0	0	0
5408	Office Furniture and Equipment	29,143	0	0	0
5622	Other Equipment	56,154	135,000	167,000	0
	<b>Subtotal</b>	<b>113,669</b>	<b>135,000</b>	<b>167,000</b>	<b>0</b>
<b>Special Programs</b>					
8839	Strategic Plan	2,650	0	0	0
	<b>Subtotal</b>	<b>2,650</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$12,490,056</b>	<b>\$13,475,300</b>	<b>\$13,942,600</b>	<b>\$13,150,500</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</b>	<b>Adopted</b>	<b>Revised</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Revised</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Fire Chief	1	1	1	\$220,500	\$226,100	\$220,500
Fire Division Chief	3	3	3	549,300	549,300	549,300
Fire Captain	13	13	13	1,700,300	1,711,100	1,645,100
Fire Engineer	12	12	12	1,299,400	1,309,100	1,298,900
Firefighter	12	12	12	1,049,500	1,111,300	1,083,900
Administrative Assistant	1	1	1	77,100	79,100	77,100
Acting Pay				40,000	40,000	40,000
Education Incentive				304,000	314,900	294,800
Education Pay				120,700	122,700	122,300
Holiday Pay				144,300	147,600	145,300
Paramedic Pay				400,400	404,500	388,600
Bilingual Pay				900	900	900
<b>TOTAL</b>	<b>42</b>	<b>42</b>	<b>42</b>	<b>\$5,906,400</b>	<b>\$6,016,600</b>	<b>\$5,866,700</b>

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$193,577	\$0	\$0	\$0
1003	Salaries, Part Time	20,270	19,300	19,300	19,300
1006	Salaries, Overtime	40,371			
1007	Salaries, Overtime-Mutual Aid	2,245			
1009	Salaries, Redistributed	62,004	62,000	62,000	62,000
1038	Sick Leave Payoff	6,600			
1040	Vacation Payoff	32,400			
1053	Holiday Allowance	8,235			
1101	P.E.R.S. Retirement	51,554			
1102	PERS-Side Fund	10,500			
1103	P.A.R.S. Retirement	0	700	700	700
1104	P.E.R.S. Unfunded Liability	10,300			
1201	Workers' Compensation	1,500			
1300	Employee Group Insurance	19,896			
1318	Medicare Insurance	3,850	300	300	300
	<b>Subtotal</b>	<b>463,302</b>	<b>82,300</b>	<b>82,300</b>	<b>82,300</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	2,666	4,200	4,200	4,200
2011	Training, Travel and Dues	5,700	11,600	11,600	10,300
2031	Telephone	823	1,000	1,000	1,000
2051	Gas and Lubrications	0	5,300	5,300	
2101	Materials and Supplies	7,557	7,400	7,600	7,100
2150	Rents and Leases	18,804			
2170	General Insurance	2,604	2,800	3,000	2,800
2201	Repairs and Maint. Auto.	382	4,600	4,600	4,300
2281	Printing	447	1,800	1,800	1,700
2401	Contractual Services	80,857	32,500	33,000	33,000
	<b>Subtotal</b>	<b>119,840</b>	<b>71,200</b>	<b>72,100</b>	<b>64,400</b>
<b><u>Special Programs</u></b>					
8040	Fuel Modification Program	439,765	125,000	125,000	150,000
8301	Hazardous Materials Mitigation	578	11,400	11,400	6,900
8804	Weed Abatement-Private Lots	26,529	20,000	20,000	20,000
	<b>Subtotal</b>	<b>466,872</b>	<b>156,400</b>	<b>156,400</b>	<b>176,900</b>
	<b>Grand Total</b>	<b>\$1,050,014</b>	<b>\$309,900</b>	<b>\$310,800</b>	<b>\$323,600</b>

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$177,199	\$187,900	\$187,900	\$190,800
1006	Salaries, Overtime	37,744	33,600	33,600	33,600
1009	Salaries, Redistributed	(62,004)	(62,000)	(62,000)	(62,000)
1038	Sick Leave Payoff	996	1,000	1,000	1,000
1040	Vacation Payoff	996	1,000	1,000	1,000
1101	P.E.R.S. Retirement	18,033	23,800	25,400	27,600
1201	Workers' Compensation	996	1,000	1,000	1,000
1300	Employee Group Insurance	19,896	19,900	21,800	19,900
1318	Medicare Insurance	3,117	3,500	3,500	3,300
	<b>Subtotal</b>	<b>196,973</b>	<b>209,700</b>	<b>213,200</b>	<b>216,200</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	0	1,000	1,000	900
2011	Training, Travel and Dues	0	6,000	6,000	5,500
2031	Telephone	585	800	800	800
2051	Gas and Lubrications	1,490	1,200	1,200	2,900
2150	Rents and Leases	6,696	6,700	6,700	6,700
2170	General Insurance	996	1,100	1,200	1,200
	<b>Subtotal</b>	<b>9,767</b>	<b>16,800</b>	<b>16,900</b>	<b>18,000</b>
<b><u>Capital Outlay</u></b>					
5622	Office Equipment	0	0	120,000	120,000
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>120,000</b>	<b>120,000</b>
<b><u>Special Programs</u></b>					
8721	Paramedic Training	5,623	0	0	0
	<b>Subtotal</b>	<b>5,623</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$212,363</b>	<b>\$226,500</b>	<b>\$350,100</b>	<b>\$354,200</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</b>	<b>Adopted</b>	<b>Revised</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Revised</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Fire Marshal	1	1	1	\$128,400	\$128,400	\$131,300
Paramedic Pay				59,500	59,500	59,500
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>\$187,900</b>	<b>\$187,900</b>	<b>\$190,800</b>

**WILDFIRE MITIGATION AND FIRE SAFETY FUND - RECONCILIATION**

	Approved Programs	Spent/Encumber to Date	Postponed on April 7, 2020	Postponed in Revised Proposed FY 2020-21 Budget	Available Balance
<b>Funding Sources</b>					
Grant	14,000	(14,000)			-
Available General Fund Funds	137,000				137,000
Measure LL 19-20	1,000,000	(180,000)	(800,000)		20,000
Measure LL 20-21	1,000,000			(1,000,000)	-
Transfer from the General Fund 19-20	1,000,000	(1,000,000)			-
Transfer from the General Fund 20-21	1,000,000			(1,000,000)	-
Available Fund Balance Measure LL	520,000	(520,000)			-
Contribution Street Lighting - (Side Fund)	1,500,000	(1,500,000)			-
Contribution Parking Fund (to be repaid by GF)	778,000				778,000
	6,949,000	(3,214,000)	(800,000)	(2,000,000)	935,000
<b>Programs</b>					
Neighborhood Outreach Program-Onetime-Grant	14,000	(14,000)			-
Neighborhood Outreach Program-Ongoing <sup>(2)</sup>	20,000				20,000
Outreach Community Art Venues <sup>(2)</sup>	5,000				5,000
Fire detection Cameras	10,000				10,000
Outdoor Warning System Ongoing Costs <sup>(2)</sup>	50,000				50,000
Outdoor Warning System	1,200,000	(1,200,000)			-
Integrative Evacuation Map	50,000				50,000
Evacuation Study	200,000	(200,000)			-
Evacuation Route Signage	20,000				20,000
Traffic Signal Priority System	300,000		(300,000)		-
Evacuation Control Devices	150,000		(150,000)		-
Streamline Coastal Development Permits	30,000				30,000
Streamline CEQA Process	60,000				60,000
Development Residential Fuel Modification program <sup>(1)</sup>	40,000				40,000
Fuel Modification Defensible Space Inspector <sup>(1)</sup>	200,000		(200,000)		-
Helicopter Filling Stations	150,000		(150,000)		-
Plan a temporary safe refuge and egress route for bluebird canyon	50,000				50,000
Create Fuel Modifications Zones	350,000				350,000
Improve Radio Reception at Moorhead Reservoir	50,000				50,000
Undergrounding - Bluebird Canyon/Park Avenue <sup>(3)</sup>	4,000,000	(1,800,000)		(2,200,000)	-
	6,949,000	(3,214,000)	(800,000)	(2,200,000)	735,000
Net Difference	0	0	0	200,000	200,000

(1) Includes \$200,000 in ongoing costs for Fire Inspector

(2) Ongoing costs paid by Parking Fund

(3) Rule 20A Credits purchased of this project, saving \$2.2 million

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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.

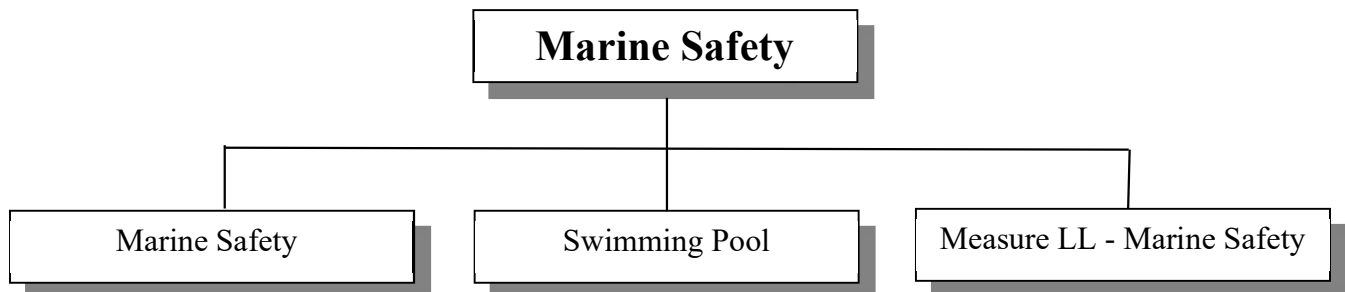
**Major Initiatives:**

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

**Swimming Pool** – This Division has one Regular Part 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.

**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.

**Budget Reductions** - As a result of the revenue losses due to the Covid-19 pandemic and impending recession, the Marine Safety Department made reductions to areas that will have no significant impacts on services. Those reductions include reducing training, travel and dues, and a 5% reduction in overtime.



## Marine Safety Department Budget Summary

*All  
Divisions*

### Division

Marine Safety  
Swimming Pool  
Measure LL  
Department Total

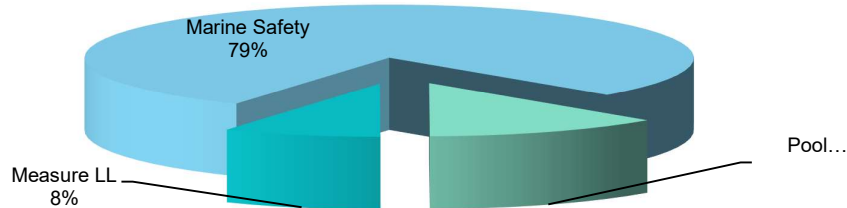
<b>MAJOR CATEGORY OF EXPENDITURE FY 2020-21</b>					Division Total
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$2,771,200	\$495,400	\$40,000			<b>\$3,306,600</b>
\$278,600	\$249,400				<b>\$528,000</b>
346,200	4,000				<b>\$350,200</b>
<b>\$3,396,000</b>	<b>\$748,800</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,184,800</b>

### Division

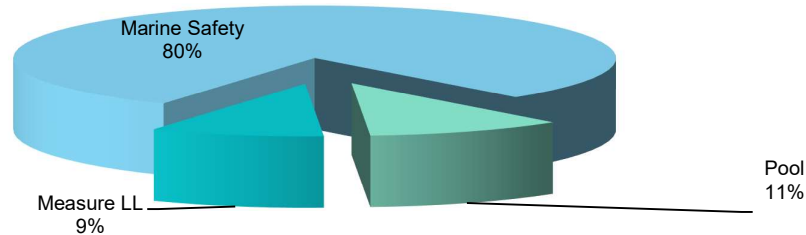
Marine Safety  
Swimming Pool  
Measure LL  
Department Total

<b>MAJOR CATEGORY OF EXPENDITURE FY 2020-21 Revised</b>					Division Total
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$2,628,500	\$483,800				<b>\$3,112,300</b>
\$206,700	\$205,500				<b>\$412,200</b>
358,400	4,000				<b>\$362,400</b>
<b>\$3,193,600</b>	<b>\$693,300</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,886,900</b>

### Summary By Operation FY 2020-21 Adopted



### Summary By Operation FY 2020-21 Revised



## Marine Safety Department Budget Detail

## All Divisions

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$906,112	\$1,091,400	\$1,149,600	\$1,105,900
1003	Salaries, Part Time	1,205,927	1,240,400	1,274,000	1,225,300
1004	Tidepool, Part Time	8,181	12,500	12,500	6,200
1006	Salaries, Overtime	109,669	135,500	135,500	125,000
1038	Sick Leave Payoff	15,000	14,600	15,000	15,000
1040	Vacation Payoff	24,000	24,800	25,400	25,400
1053	Holiday Allowance	1,507	0	0	0
1101	Retirement	226,494	290,000	316,400	266,000
1102	PERS-Side Fund	28,800	28,800	28,800	28,800
1103	P.A.R.S. Retirement	56,887	46,000	43,700	44,700
1104	P.E.R.S. Unfunded Liability	27,700	27,000	27,000	0
1201	Workers' Compensation	80,592	88,500	97,200	97,200
1300	Employee Group Insurance	218,904	218,900	239,800	218,900
1318	Medicare Insurance	32,560	29,900	31,100	35,200
	<b>Subtotal</b>	<b>2,942,333</b>	<b>3,248,300</b>	<b>3,396,000</b>	<b>3,193,600</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	60,348	61,400	63,000	63,000
2011	Training, Travel and Dues	26,488	27,200	27,400	19,500
2021	Natural Gas	40,622	37,900	37,900	37,900
2024	Electricity	32,659	38,200	38,800	38,800
2027	Water	43,747	57,800	59,800	59,800
2031	Telephone	30,199	34,500	35,500	35,500
2051	Gas and Lubrications	13,960	14,000	14,000	14,000
2101	Materials and Supplies	118,436	118,700	88,900	76,200
2150	Rents and Leases	108,300	126,000	126,000	126,000
2170	General Insurance	34,704	38,100	41,800	38,500
2201	Repairs and Maint. Auto.	12,609	9,700	10,000	9,500
2222	Repairs and Maint. Other	85,651	72,600	35,000	35,000
2281	Printing	1,281	1,300	1,300	1,200
2401	Contractual Services	213,702	178,400	169,400	138,400
	<b>Subtotal</b>	<b>822,705</b>	<b>815,800</b>	<b>748,800</b>	<b>693,300</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture and Equipment	16,394	12,300	0	0
5622	Other Equipment	118,111	37,200	40,000	0
	<b>Subtotal</b>	<b>134,505</b>	<b>49,500</b>	<b>40,000</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$3,899,543</b>	<b>\$4,113,600</b>	<b>\$4,184,800</b>	<b>\$3,886,900</b>

# Marine Safety Department Position Summary

*All  
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Revised Budget	Adopted Budget	Adopted Budget	Revised Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Chief of Marine Safety	1	1	1	\$175,100	\$179,500	\$175,100
Marine Safety Captain	1	1	1	131,600	134,900	131,600
Marine Safety Lieutenant	2	2	2	214,800	220,200	220,400
Marine Safety Officer	4	4	4	327,100	335,300	319,700
Aquatics Coordinator	1	1	1	63,500	68,300	56,000
Uniform Allowance				1,000	1,000	1,000
Education Certification Pay				19,400	19,400	23,900
<i>Subtotal</i>	9	9	9	869,000	890,300	927,700
<u>Measure LL</u>						
Marine Safety Officer	2	2	2	158,900	162,800	178,200
<i>Subtotal</i>	2	2	2	158,900	162,800	178,200
<b>TOTAL</b>	11	11	11	\$1,027,900	\$1,053,100	\$1,105,900

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$724,465	\$869,000	\$918,500	\$871,700
1003	Salaries, Part Time	1,010,551	995,000	1,023,600	1,023,600
1004	Tidepool, Part Time	8,181	12,500	12,500	6,200
1006	Salaries, Overtime	92,881	127,300	127,300	121,000
1038	Sick Leave Payoff	13,404	13,800	14,200	14,200
1040	Vacation Payoff	16,404	16,900	17,500	17,500
1053	Holiday Allowance	1,232		0	0
1101	Retirement	198,693	252,000	274,200	227,500
1102	PERS-Side Fund	28,800	28,800	28,800	28,800
1103	P.A.R.S. Retirement	49,516	37,400	38,400	37,100
1104	P.E.R.S. Unfunded Liability	25,000	25,000	25,000	0
1201	Workers' Compensation	76,896	84,500	92,900	92,900
1300	Employee Group Insurance	159,204	159,200	174,400	159,200
1318	Medicare Insurance	26,860	22,900	23,900	28,800
	<b>Subtotal</b>	<b>2,432,087</b>	<b>2,644,300</b>	<b>2,771,200</b>	<b>2,628,500</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	56,581	57,400	58,600	58,600
2011	Training, Travel and Dues	20,855	19,400	19,500	15,000
2021	Natural Gas	556	400	400	400
2024	Electricity	12,761	12,700	13,300	13,300
2027	Water	31,500	40,800	42,800	42,800
2031	Telephone	29,626	30,500	31,500	31,500
2051	Gas and Lubrications	13,960	14,000	14,000	14,000
2101	Materials and Supplies	72,076	67,700	69,900	66,400
2150	Rents and Leases	108,300	126,000	126,000	126,000
2170	General Insurance	29,604	32,500	35,700	32,700
2201	Repairs and Maint. Auto.	12,609	9,700	10,000	9,500
2222	Repairs and Maint. Other	37,223	34,000	35,000	35,000
2281	Printing	1,281	1,300	1,300	1,200
2401	Contractual Services	67,346	36,400	37,400	37,400
	<b>Subtotal</b>	<b>494,277</b>	<b>482,800</b>	<b>495,400</b>	<b>483,800</b>
<b>Capital Outlay</b>					
5408	Office Furniture and Equipment	3,110	12,300		0
5622	Other Equipment	118,111	37,200	40,000	0
	<b>Subtotal</b>	<b>121,221</b>	<b>49,500</b>	<b>40,000</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$3,047,585</b>	<b>\$3,176,600</b>	<b>\$3,306,600</b>	<b>\$3,112,300</b>

# *Marine Safety Department* **Position Summary**

*All  
Divisions*

<u><b>Position Title</b></u>	<i>No. of Positions</i>			<i>Salaries</i>		
	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Revised Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Revised Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Chief of Marine Safety	1	1	1	\$175,100	\$179,500	\$175,100
Marine Safety Captain	1	1	1	131,600	134,900	131,600
Marine Safety Lieutenant	2	2	2	214,800	220,200	220,400
Marine Safety Officer	4	4	4	327,100	335,300	319,700
Uniform Allowance				1,000	1,000	1,000
Education Certification Pay				19,400	19,400	23,900
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>\$869,000</b>	<b>\$890,300</b>	<b>\$871,700</b>

**Swimming Pool Division***Marine Safety Department**General Fund/2602*

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$39,483	\$63,500	\$68,300	\$56,000
1003	Salaries, Part Time	136,799	140,000	145,000	96,300
1006	Salaries, Overtime	1,856	8,200	8,200	4,000
1038	New Sick Leave Payoff	600	700	700	700
1040	Vacation Payoff	6,600	6,800	6,800	6,800
1101	Retirement	10,203	14,700	16,100	15,300
1103	P.A.R.S. Retirement	5,115	4,500	4,600	3,600
1104	PERS Unfunded Liability	2,700	2,000	2,000	0
1201	Workers' Compensation	1,596	1,700	1,800	1,800
1300	Employee Group Insurance	19,896	19,900	21,800	19,900
1318	Medicare Insurance	2,574	3,000	3,300	2,300
	<b>Subtotal</b>	<b>227,423</b>	<b>265,000</b>	<b>278,600</b>	<b>206,700</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	3,267	3,500	3,900	3,900
2011	Training, Travel and Dues	4,915	6,800	6,900	3,500
2021	Natural Gas	40,067	37,500	37,500	37,500
2024	Electricity	19,897	25,500	25,500	25,500
2027	Water	12,247	17,000	17,000	17,000
2031	Telephone and Internet	573	4,000	4,000	4,000
2101	Materials and Supplies	46,360	51,000	19,000	9,800
2170	General Insurance	3,000	3,300	3,600	3,300
2222	Repairs and Maint. Other	48,428	38,600	0	0
2401	Contractual Services	146,356	142,000	132,000	101,000
	<b>Subtotal</b>	<b>325,110</b>	<b>329,200</b>	<b>249,400</b>	<b>205,500</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	13,284	0		
	<b>Subtotal</b>	<b>13,284</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$565,817</b>	<b>\$594,200</b>	<b>\$528,000</b>	<b>\$412,200</b>



## Swimming Pool Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Adopted	Revised	Adopted	Adopted	Revised
	Budget	Budget	Budget	Budget	Budget	Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Aquatics Coordinator	1	1	1.00	\$63,500	\$68,300	\$56,100
<b>TOTAL</b>	1.00	1.00	1.00	\$63,500	\$68,300	\$56,100

## Measure LL Marine Safety Department

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

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$142,164	\$158,900	\$162,800	\$178,200
1003	Salaries, Part Time	58,576	105,400	105,400	105,400
1006	Salaries, Overtime	14,932	0	0	0
1038	Sick Leave Payoff	996	100	100	100
1040	Vacation Payoff	996	1,100	1,100	1,100
1053	Holiday Allowance	275	0	0	0
1101	P.E.R.S. Retirement	17,598	26,700	26,100	23,200
1103	P.A.R.S. Retirement	2,256	700	700	4,000
1201	Workers' Compensation	2,100	2,300	2,500	2,500
1300	Employee Group Insurance	39,804	39,800	43,600	39,800
1318	Medicare Insurance	3,126	3,900	3,900	4,100
<b>Subtotal</b>		<b>282,823</b>	<b>338,900</b>	<b>346,200</b>	<b>358,400</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	500	500	500	500
2011	Training, Travel and Dues	718	1,000	1,000	1,000
2170	General Insurance	2,100	2,300	2,500	2,500
<b>Subtotal</b>		<b>3,318</b>	<b>3,800</b>	<b>4,000</b>	<b>4,000</b>
<b>Grand Total</b>		<b>\$286,141</b>	<b>\$342,700</b>	<b>\$350,200</b>	<b>\$362,400</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>Revised Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Revised Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Marine Safety Officer	2	2	2	\$158,900	\$162,800	\$178,200
<b>TOTAL</b>	2	2	2	\$158,900	\$162,800	\$178,200

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# 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, Transit and a new Recreation Services division.

This year, to streamline and maximize efficiencies of staff resources, the Community Services Department was dissolved and the Recreation Services division was combined with the Public Works Department. Funding for Homeless Services and Community Assistance Grants is also included in the Public Works Department budget.

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, restroom cleaning, and for utility undergrounding strategies. Service levels have been significantly reduced based on anticipated revenue reductions.

There are 60 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 eight 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 25 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 provides 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 six 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 cleanup program, including enhanced sidewalk, restroom, and beach cleaning services. The division budget provides for contract services for street tree trimming, 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 on the community. In addition, the division manages special projects, studies, 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 streetlights and for maintenance, repair, and reconstruction for streetlights 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 one full-time employee.

**Traffic, Parking and Signs Maintenance** - This division has four 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 the intersection nuisance abatement program.

**Transit** – This division includes costs associated with administering, operating, and maintaining the City's transit system. Neighborhood Transit Services are provided on four routes (Weekday Coastal, Arch Beach Heights, Top of the World and Bluebird Canyon). Weekend Coastal Trolley Service is provided on Friday night, Saturday, and Sunday during the non-summer season along Coast Highway from North Laguna to Dana Point. Due to the COVID-19 pandemic, trolley service will not be provided during the 2020 summer festival season. Charter Service allows private parties to schedule trolley service during non-festival months (September through June). There are three full-time positions in this division and over 100 part-time staff members throughout the year. 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 services provided through OCTA. This budget also provides funding for the maintenance and replacement of transit vehicles.

**Recreation** – This division consists of three 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, including 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 provided to all Laguna Beach residents. Class fees, sports programs, permit charges, rents, leases, and special program reimbursements generate about 70 percent of the division's budget. This division also organizes several special events each year, including Hospitality Night, the Citywide youth track meet, and the Brooks Street surf contest.

**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 Public Works Department.

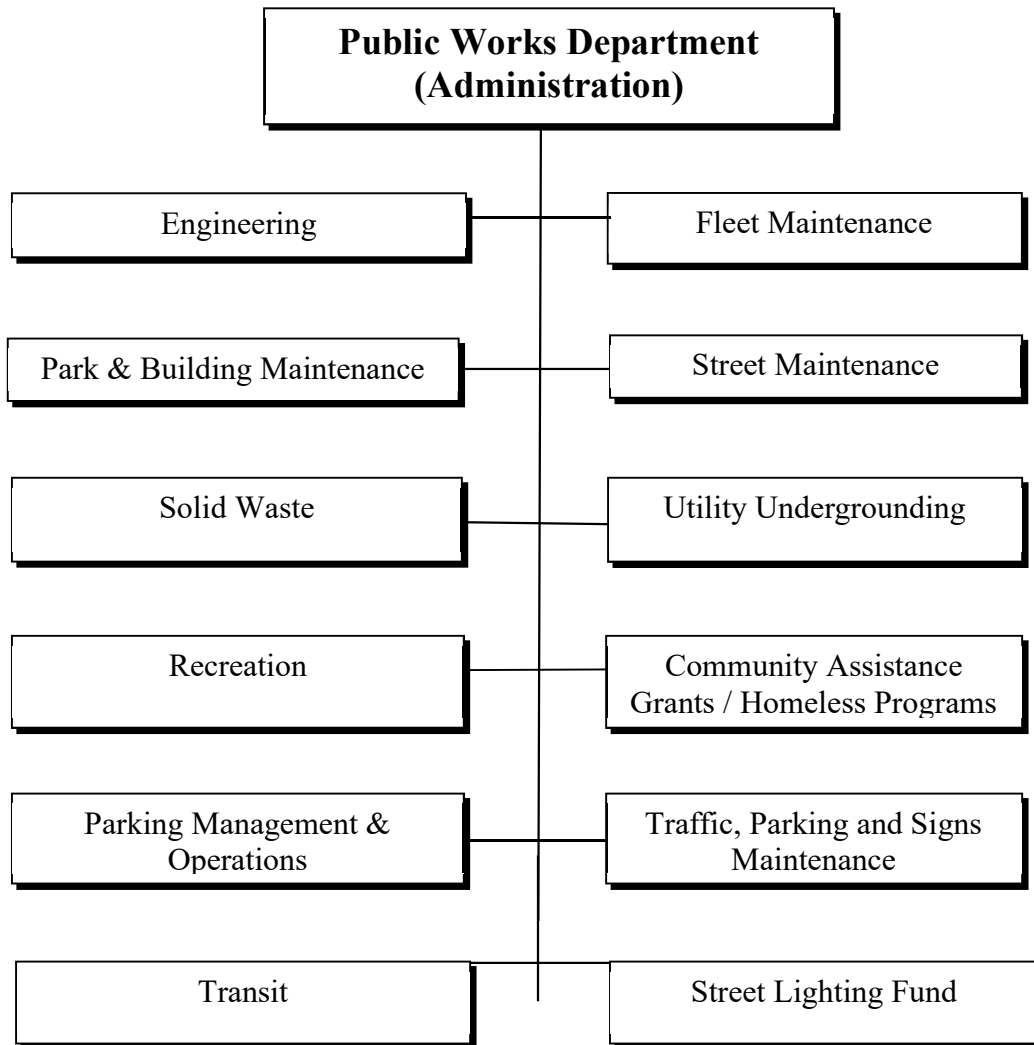
**Major Initiatives:**

- Coordinate with Caltrans for undergrounding overhead utilities and widening Laguna Canyon Road between El Toro Road State Route 73.
- Slurry seal City maintained streets in the Diamond Diamond/Crestview, Woods Cove and Hobo Canyon areas.
- Slurry seal City maintained streets between Victoria Beach and the southerly City limits.
- Renovate 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 and improve storm drains on Jasmine Street, Locust Street, Bolsa Way and St. Ann's Street.
- Replace decorative pavers on the Ramona Avenue alley.
- Develop and implement recommendations for improving the City's Neighborhood trolley service and senior transportation.
- Collaborate with Caltrans for the design and construction of a sidewalk and street improvements along Coast Highway.
- Continue to enhance the City's Smart Parking Guidance System.

**Budget Reductions:** As a result of the revenue losses due to the Covid-19 pandemic and impending recession, the Public Works Department made the following reductions: reduced digitizing public works records; reduced funding for contractual services for consulting services for various studies; reduced funding for part time services; eliminated vacant administrative assistant positions, right-sized the cost for fuel and lubricants; and eliminated a part time laborer position.

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



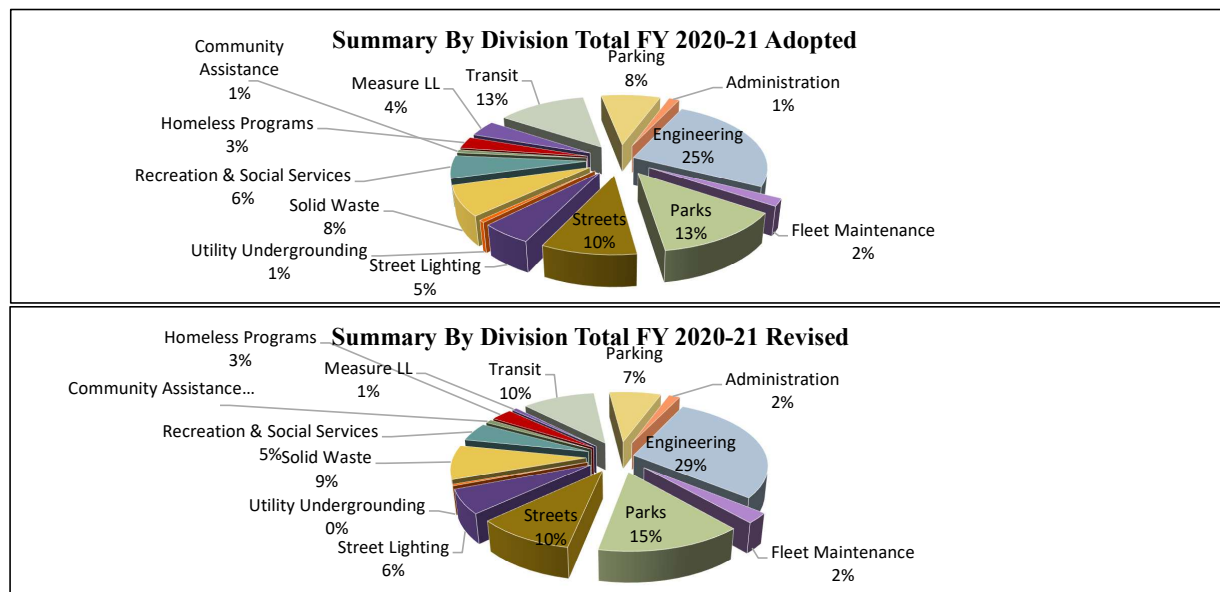


## Public Works Department Budget Summary

*All  
Divisions*

<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 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	\$0	\$5,000	\$8,660,000	<b>\$10,275,800</b>
Fleet Maintenance	430,900	205,200				<b>\$636,100</b>
Park & Bldg Maint.	2,948,900	1,506,500	0	45,000		<b>\$4,500,400</b>
Street Maintenance	1,055,700	2,109,700	0			<b>\$3,165,400</b>
Street Lighting	389,500	267,300		69,000	1,000,000	<b>\$1,725,800</b>
Utility Undergrounding	189,900	8,700	0			<b>\$198,600</b>
Solid Waste	223,000	2,145,600		140,500		<b>\$2,509,100</b>
Recreation & Social Services	794,800	1,080,600	17,500			<b>\$1,892,900</b>
Community Assistance				267,200		<b>\$267,200</b>
Homeless Programs				995,000		<b>\$995,000</b>
Measure LL	113,200	229,600			1,000,000	<b>\$1,342,800</b>
Transit	2,368,100	1,726,300	0	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>\$11,361,900</b>	<b>\$10,908,000</b>	<b>\$17,500</b>	<b>\$2,094,700</b>	<b>\$10,660,000</b>	<b>\$35,042,100</b>

<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 2020-21 REVISED</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	\$420,000	\$37,500		\$0		<b>\$457,500</b>
Engineering	\$1,347,800	\$115,700		\$0	\$6,370,000	<b>\$7,833,500</b>
Fleet Maintenance	536,200	195,400				<b>\$731,600</b>
Park & Bldg Maint.	2,801,300	1,462,400		35,000		<b>\$4,298,700</b>
Street Maintenance	976,500	1,866,100				<b>\$2,842,600</b>
Street Lighting	404,500	256,400		69,000	1,000,000	<b>\$1,729,900</b>
Utility Undergrounding	101,800	7,300				<b>\$109,100</b>
Solid Waste	198,400	2,139,700		140,500		<b>\$2,478,600</b>
Recreation & Social Services	573,300	761,500				<b>\$1,334,800</b>
Community Assistance				268,500		<b>\$268,500</b>
Homeless Programs				879,000		<b>\$879,000</b>
Measure LL	113,300	204,300			0	<b>\$317,600</b>
Transit	1,593,800	1,280,000		110,000		<b>\$2,983,800</b>
Parking Facilities	587,800	1,408,800		135,000		<b>\$2,131,600</b>
<b>Department Total</b>	<b>\$9,654,700</b>	<b>\$9,735,100</b>	<b>\$0</b>	<b>\$1,637,000</b>	<b>\$7,370,000</b>	<b>\$28,396,800</b>



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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$4,889,481	\$5,468,400	\$5,563,900	\$5,196,900
1003	Salaries, Part Time	1,514,476	1,929,000	1,910,800	1,192,200
1006	Salaries, Overtime	431,032	363,000	373,700	189,400
1009	Salaries, Redistributed	113,820	189,300	189,300	186,500
1038	Sick Leave Payoff	43,711	51,700	51,700	51,700
1040	Vacation Payoff	83,736	98,900	87,800	87,800
1042	Comp Time Payoffs	1,386	2,000	2,000	2,000
1053	Holiday Allowance	792	0	0	0
1059	Residency Incentive	17,816	15,000	15,000	0
1101	Retirement	943,921	1,217,000	1,394,000	1,290,800
1103	P.A.R.S. Retirement	62,802	62,100	61,500	44,700
1104	P.E.R.S. Unfunded Liability	203,500	154,300	154,300	0
1201	Workers' Compensation	146,796	163,100	174,900	174,900
1300	Employee Group Insurance	1,213,896	1,253,600	1,352,900	1,193,900
1318	Medicare Insurance	99,917	107,700	108,700	95,900
	<b>Subtotal</b>	<b>9,767,083</b>	<b>11,075,100</b>	<b>11,440,500</b>	<b>9,706,700</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	37,885	47,900	48,100	40,900
2011	Training, Travel and Dues	45,097	79,600	80,700	47,400
2021	Natural Gas	10,331	11,800	11,900	11,900
2024	Electricity	337,725	247,500	260,000	260,000
2027	Water	271,217	242,900	242,900	242,900
2031	Telephone	19,775	25,900	26,500	26,500
2051	Gas and Lubrications	299,189	451,000	458,300	275,100
2101	Materials and Supplies	641,448	668,900	704,200	619,200
2150	Rents and Leases	741,626	1,150,600	1,161,600	1,132,600
2170	General Insurance	691,200	701,000	721,300	664,300
2201	Repairs and Maint. Automotive	382,968	493,500	493,500	363,000
2222	Repairs and Maint. Other	105,726	291,800	340,900	329,200
2281	Printing	55,632	114,900	117,900	93,700
2302	Legal Advertising	0	1,000	1,000	1,000
2401	Contractual Services	5,897,645	5,660,000	5,833,100	5,215,200
2405	Legal Fees	18,122	0	0	0
2432	Postage	22,074	21,800	23,800	25,800
2508	Vehicle Cost Redistribution	(174,434)	(90,000)	(90,000)	(90,000)
2804	Costs Redistributed	425,292	465,600	465,600	476,400
	Community Assistance	258,092	264,800	267,200	267,200
	<b>Subtotal</b>	<b>10,086,609</b>	<b>10,850,500</b>	<b>11,168,500</b>	<b>10,002,300</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	18,848	24,000	0	0
5622	Other Equipment	19,217	57,800	17,500	0

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
5510	Automotive Equipment	0	35,000	0	0
	<b>Subtotal</b>	<b>38,065</b>	<b>116,800</b>	<b>17,500</b>	<b>0</b>
<b><u>Special Programs</u></b>					
	Special Programs	1,246,906	1,718,000	1,775,500	1,317,800
	<b>Subtotal</b>	<b>1,246,906</b>	<b>1,718,000</b>	<b>1,775,500</b>	<b>1,317,800</b>
<b><u>Capital Improvements</u></b>					
	Capital Improvement Projects <sup>(1)(2)</sup>	11,066,903	9,040,000	10,660,000	7,370,000
	<b>Subtotal</b>	<b>11,066,903</b>	<b>9,040,000</b>	<b>10,660,000</b>	<b>7,370,000</b>
	<b>Grand Total</b>	<b>\$32,205,566</b>	<b>32,800,400</b>	<b>\$35,062,000</b>	<b>28,396,800</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>	<u>No. of Positions</u>			<u>Salaries</u>		
	<u>Adopted Budget</u>	<u>Adopted Budget</u>	<u>Revised Budget</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>	<u>Revised Budget</u>
	<u>2019-20</u>	<u>2020-21</u>	<u>2020-21</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2020-21</u>
Director of Public Works	1	1	1	\$220,500	\$226,100	\$220,500
Administrative Assistant	3	3	3	190,900	195,900	203,000
Assistant City Engineer	1	1	1	173,500	177,900	173,500
Associate Civil Engineer	1	1	1	137,800	141,300	114,700
Bus Driver	1	1	1	67,900	69,600	67,900
City Engineer	1	1	1	200,900	206,000	200,900
Custodian	2	2	2	106,700	109,300	108,700
Deputy Dir. Public Works	2	2	2	318,600	326,600	318,600
Equipment Mechanic	5	5	5	382,800	397,400	394,000
Equipment Operator	1	1	1	77,100	79,000	77,200
Maintenance Lead Worker	4	4	4	311,500	319,400	320,300
Maintenance Supervisor	2	2	2	195,700	200,600	204,800
Maintenance Worker I	10	10	10	538,100	550,800	523,200
Maintenance Worker II	6	6	6	413,100	423,600	422,300
Motor Sweeper Operator	2	2	2	154,800	158,700	154,400
Parks Gardener	4	4	4	291,900	299,200	292,000
Project Director	1	1	1	159,300	163,300	159,300
Project Manager	3	3	3	330,300	338,600	328,300
PW Technician	1	1	1	73,900	75,800	75,500
Sr. Administrative Analyst	1	1	1	95,600	98,000	95,600
Sr. PW Analyst/SWP Coordinator	1	1	1	110,000	119,300	115,500
Sr. Fleet Maint. Supervisor	1	1	1	115,600	120,000	118,300
Transit Supervisor	1	1	1	82,700	84,800	82,700
Undergrounding Program Manager	1	1	1	173,500	177,900	136,700
Arborist	1	1	1	75,500	77,300	99,900
Community Services Supervisor	1	1		\$115,400	\$124,300	
Senior Public Works Analyst			1			\$115,400
Administrative Assistant	1	1	1	63,400	65,000	63,400
Senior Services Coordinator	1	1	1	88,800	95,100	81,400
Senior Office Specialist	1	1	1	63,600	65,200	58,300
Bilingual Pay				\$900	900	1,000
<i>Subtotal</i>	61	61	61	5,330,300	5,486,900	5,327,300
<u>Measure LL</u>						
Maint Lead Worker	1	1	1	71,400	77,000	78,700
<i>Subtotal</i>	1	1	1	71,400	77,000	78,700
<u>Positions Furlough</u>						
Senior Services Coordinator <sup>(1)</sup>						(7,400)
Senior Office Specialist <sup>(1)</sup>						(5,300)
Transit Supervisor <sup>(2)</sup>						(10,900)
Bus Driver <sup>(2)</sup>						(6,800)
Equipment Mechanic <sup>(2)</sup>						(19,700)
<u>Positions Eliminated</u>						
Administrative Assistant			-1			(63,400)
Sr. Administrative Analyst			-1			(95,600)
<i>Subtotal</i>			-2			(209,100)
<b>TOTAL</b>	62	62	60	5,401,700	5,563,900	5,196,900

(1) Postions Furlough for month of July 2020

(2) Postions Furlough for month of July and August 2020

## Administration Division

*Public Works*  
*General Fund/3100*

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time		\$290,400	\$297,800	\$294,200
1006	Salaries, Overtime	<i>Division combined with Engineering in Prior Year Budgets.</i>	600	600	\$0
1038	Sick Leave Payoff		2,500	2,500	\$2,500
1040	Vacation Payoff		6,100	6,100	\$6,100
1059	Residency Incentive		15,000	15,000	\$0
1101	Retirement		68,300	74,100	\$71,000
1104	P.E.R.S. Unfunded Liability		8,600	8,600	\$0
1201	Workers' Compensation		2,000	2,100	\$2,100
1300	Employee Group Insurance		39,800	43,600	\$39,800
1318	Medicare Insurance		4,200	4,300	\$4,300
	<b>Subtotal</b>		0	437,500	420,000
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues		9,200	9,200	\$6,200
2021	Natural Gas		300	300	\$300
2024	Electricity		1,500	1,500	\$1,500
2027	Water		100	100	\$100
2031	Telephone		1,700	1,700	\$1,700
2101	Materials and Supplies		3,900	3,900	\$3,900
2170	General Insurance		4,000	4,400	\$4,100
2222	Repairs and Maint. Other		300	300	\$300
2281	Printing		4,400	4,400	\$4,400
2401	Contractual Services		6,700	6,700	\$0
2804	Costs Redistributed			0	15,000
	<b>Subtotal</b>		0	32,100	37,500
<b><u>Special Programs</u></b>					
8999	Document Scanning		15,000	15,000	
	<b>Subtotal</b>		0	15,000	0
	<b>Grand Total</b>		<b>\$0</b>	<b>\$484,600</b>	<b>\$502,200</b>
				<b>\$457,500</b>	

## ***Administration Position Summary***

### **Position Title**

Director of Public Works  
Administrative Assistant

### **TOTAL**

<i><b>No. of Positions</b></i>			<i><b>Salaries</b></i>		
<b>Adopted Budget 2019-20</b>	<b>Adopted Budget 2020-21</b>	<b>Revised Budget 2020-21</b>	<b>Adopted Budget 2019-20</b>	<b>Adopted Budget 2020-21</b>	<b>Revised Budget 2020-21</b>
1	1	1	\$220,500	\$226,100	\$220,500
1	1	1	69,900	71,700	73,700
2	2	2	\$290,400	\$297,800	\$294,200

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$988,129	\$921,300	\$944,700	\$904,900
1003	Salaries, Part Time <sup>(1)</sup>	21,086	26,600	26,600	26,600
1006	Salaries, Overtime	12,347	21,200	21,200	10,000
1009	Salaries, Redistributed	(164,904)	12,800	12,800	5,700
1038	Sick Leave Payoff	9,996	8,100	8,100	8,100
1040	Vacation Payoff	23,604	19,100	19,100	19,100
1059	Residency Incentive	17,816			
1101	Retirement	220,689	211,700	214,000	214,000
1103	P.A.R.S. Retirement	791	900	900	
1104	P.E.R.S. Unfunded Liability	47,600	25,900	25,900	
1201	Workers' Compensation	7,500	6,200	6,900	6,900
1300	Employee Group Insurance	179,100	139,300	152,600	139,300
1318	Medicare Insurance	15,195	12,800	12,700	13,200
	<b>Subtotal</b>	<b>1,378,949</b>	<b>1,405,900</b>	<b>1,445,500</b>	<b>1,347,800</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	20,158	19,200	19,200	13,600
2021	Natural Gas	968	900	900	900
2024	Electricity	5,443	4,500	4,500	4,500
2027	Water	422	400	400	400
2031	Telephone	4,138	5,100	5,400	5,400
2051	Gas and Lubrications	521	2,600	2,600	700
2101	Materials and Supplies	18,833	11,400	11,400	11,400
2150	Rents and Leases	7,500	7,600	7,600	7,600
2170	General Insurance	14,700	12,100	13,300	12,200
2222	Repairs and Maint. Other	0	900	900	900
2281	Printing	43	13,100	13,100	12,100
2302	Legal Advertising	0	1,000	1,000	1,000
2401	Contractual Services	162,901	85,000	85,000	45,000
	<b>Subtotal</b>	<b>235,627</b>	<b>163,800</b>	<b>165,300</b>	<b>115,700</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	\$9,959	\$6,000		
5622	Other Equipment	\$0			
	<b>Subtotal</b>	<b>9,959</b>	<b>6,000</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8417	Speed Studies For City Streets		5,000	5,000	
8714	Trial Closure Park Plaza	8,132			
8817	Wayfinding Signage	500			
	<b>Subtotal</b>	<b>8,632</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>

**Engineering Division**

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

Account		Actual	Adopted	Adopted	Revised
No. Account Title		Expenditures	Budget	Budget	Budget
		2018-19	2019-20	2020-21	2020-21
<b>Capital Improvements <sup>(2)</sup></b>					
Capital Improvement Projects		2,816,947	7,040,000	8,660,000	6,370,000
Subtotal		2,816,947	7,040,000	8,660,000	6,370,000
Grand Total		<b>\$4,450,114</b>	<b>\$8,620,700</b>	<b>\$10,275,800</b>	<b>\$7,833,500</b>

(1) Funded by Capital Improvement Fund

(2) Funded by Capital Improvement Fund and Gas Tax Fund



## ***Engineering Position Summary***

<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>Revised</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Revised</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
City Engineer	1	1	1	200,900	206,000	200,900
Assistant City Engineer	1	1	1	173,500	177,900	173,500
Project Director	1	1	1	159,300	163,300	159,300
Associate Civil Engineer	1	1	1	137,800	141,300	114,700
Project Manager	1	1	1	115,400	118,300	118,300
PW Technician	1	1	1	73,900	75,800	75,500
Administrative Assistant	1	1	1	60,500	62,100	62,700
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>\$921,300</b>	<b>\$944,700</b>	<b>\$904,900</b>

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$421,040	\$421,600	\$434,700	\$433,400
1006	Salaries, Overtime	18,535	40,100	40,100	20,000
1009	Salaries, Redistributed	(296,100)	(298,600)	(298,600)	(152,500)
1038	Sick Leave Payoff	1,500	1,700	1,700	1,700
1040	Vacation Payoff	12,900	13,700	13,700	13,700
1101	Retirement	87,324	100,100	113,000	111,300
1104	P.E.R.S. Unfunded Liability	10,900	7,900	7,900	0
1201	Workers' Compensation	2,004	2,200	2,400	2,400
1300	Employee Group Insurance	99,504	99,500	109,000	99,500
1318	Medicare Insurance	6,374	6,700	7,000	6,700
	<b>Subtotal</b>	<b>363,981</b>	<b>394,900</b>	<b>430,900</b>	<b>536,200</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	4,504	6,900	6,900	5,400
2011	Training, Travel and Dues	1,039	10,000	10,000	6,000
2021	Natural Gas	1,551	1,000	1,000	1,000
2024	Electricity	7,335	7,900	8,300	8,300
2027	Water	1,200	1,700	1,700	1,700
2031	Telephone	114	600	600	600
2051	Gas and Lubrications	8,542	8,500	8,700	8,700
2101	Materials and Supplies	20,754	24,000	24,000	20,000
2150	Rents and Leases	3,504	8,900	8,900	8,900
2170	General Insurance	3,900	4,200	4,600	4,300
2201	Repairs and Maint. Automotive	167,839	180,000	180,000	180,000
2222	Repairs and Maint. Other	9,535	9,000	9,000	9,000
2281	Printing	498	300	300	300
2401	Contractual Services	28,541	31,200	31,200	31,200
2508	Vehicle Cost Redistribution	(174,434)	(90,000)	(90,000)	(90,000)
	<b>Subtotal</b>	<b>84,422</b>	<b>204,200</b>	<b>205,200</b>	<b>195,400</b>
	<b>Grand Total</b>	<b>\$448,403</b>	<b>\$599,100</b>	<b>\$636,100</b>	<b>\$731,600</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</b>	<b>Adopted</b>	<b>Revised</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Revised</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Equipment Mechanic	4	4	4	\$306,000	\$314,700	\$315,100
Sr. Fleet Maint. Supervisor	1	1	1	115,600	120,000	118,300
<b>TOTAL</b>	5	5	5	\$421,600	\$434,700	\$433,400

**Park & Building Maintenance Division****Public Works**  
General Fund/3104

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,496,281	\$1,692,300	\$1,734,600	\$1,722,500
1003	Salaries, Part Time	61,567	79,000	79,000	59,000
1006	Salaries, Overtime	156,131	125,000	125,000	100,000
1009	Salaries, Redistributed	(60,096)	(62,600)	(62,600)	(65,100)
1038	Sick Leave Payoff	14,400	15,200	15,200	15,200
1040	Vacation Payoff	22,404	23,800	12,700	12,700
1042	Comp Time Payoffs	2,004	2,000	2,000	2,000
1101	Retirement	305,629	390,400	424,400	412,300
1103	P.A.R.S. Retirement	2,309	2,500	2,500	2,300
1104	P.E.R.S. Unfunded Liability	69,200	50,100	50,100	0
1201	Workers' Compensation	35,304	35,300	35,300	35,300
1300	Employee Group Insurance	437,796	477,500	502,700	477,500
1318	Medicare Insurance	25,105	27,000	28,000	27,600
	<b>Subtotal</b>	<b>2,568,559</b>	<b>2,857,500</b>	<b>2,948,900</b>	<b>2,801,300</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	16,856	19,200	19,200	19,200
2011	Training, Travel and Dues	2,311	4,500	4,500	3,500
2021	Natural Gas	954	600	600	600
2024	Electricity	33,311	42,500	44,600	44,600
2027	Water	219,069	180,000	180,000	180,000
2031	Telephone	5,781	5,700	6,000	6,000
2051	Gas and Lubrications	54,499	78,000	78,000	56,900
2101	Materials and Supplies	245,162	239,300	273,300	264,000
2150	Rents and Leases	284,680	277,000	277,000	277,000
2170	General Insurance	23,604	27,500	31,500	28,900
2222	Repairs and Maint. Other	55,082	61,100	104,200	104,200
2281	Printing	87	100	100	100
2401	Contractual Services	489,883	460,600	487,500	477,400
	<b>Subtotal</b>	<b>1,431,279</b>	<b>1,396,100</b>	<b>1,506,500</b>	<b>1,462,400</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	1,530	22,000		
5510	Automotive Equipment	0	35,000		
5622	Other Equipment	0	5,000		
	<b>Subtotal</b>	<b>1,530</b>	<b>62,000</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8815	Abatement of Invasive Weeds	16,582	45,000	45,000	35,000
	<b>Subtotal</b>	<b>16,582</b>	<b>45,000</b>	<b>45,000</b>	<b>35,000</b>
	<b>Grand Total</b>	<b>\$4,017,950</b>	<b>\$4,360,600</b>	<b>\$4,500,400</b>	<b>\$4,298,700</b>

## Park & Building Maintenance Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Adopted	Revised	Adopted	Adopted	Revised
	Budget	Budget	Budget	Budget	Budget	Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Deputy Dir. Public Works	1	1	1	\$159,300	\$163,300	\$159,300
Maintenance Supervisor	2	2	2	195,700	200,600	204,800
Maint. Lead Worker	1	1	1	67,400	69,100	68,000
Parks Gardener	4	4	4	291,900	299,200	292,000
Maintenance Worker II	4	4	4	266,800	273,500	276,300
Maintenance Worker I	7	7	7	391,400	401,200	369,700
Administrative Assistant	1	1	1	60,500	62,100	66,600
Arborist	1	1	1	75,500	77,300	99,900
Equipment Operator	1	1	1	77,100	79,000	77,200
Custodian	2	2	2	106,700	109,300	108,700
<b>TOTAL</b>	24	24	24	\$1,692,300	\$1,734,600	\$1,722,500

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	392,667	\$393,300	\$403,300	\$407,600
1003	Salaries, Part Time	13,607	26,000	26,000	
1006	Salaries, Overtime	25,850	54,000	54,000	34,000
1009	Salaries, Redistributed	177,804	185,600	185,600	193,200
1038	Sick Leave Payoff	7,296	7,700	7,700	7,700
1040	Vacation Payoff	16,200	17,300	17,300	17,300
1101	Retirement	78,536	92,500	104,300	97,700
1103	P.A.R.S. Retirement	510	900	900	
1104	P.E.R.S. Unfunded Liability	35,000	25,300	25,300	
1201	Workers' Compensation	77,100	84,800	93,200	93,200
1300	Employee Group Insurance	119,400	119,400	130,800	119,400
1318	Medicare Insurance	6,327	6,900	7,300	6,400
	<b>Subtotal</b>	<b>950,566</b>	<b>1,013,700</b>	<b>1,055,700</b>	<b>976,500</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	5,939	5,700	5,700	5,700
2011	Training, Travel and Dues	896	2,600	2,600	2,100
2021	Natural Gas	954	600	600	600
2024	Electricity	7,004	7,800	7,800	7,800
2027	Water	26,151	23,500	23,500	23,500
2031	Telephone	1,376	2,100	2,100	2,100
2051	Gas and Lubrications	34,501	64,700	64,700	38,000
2101	Materials and Supplies	166,425	150,400	150,400	132,900
2150	Rents and Leases	189,674	187,700	187,700	187,700
2170	General Insurance	596,196	598,200	610,800	559,200
2222	Repairs and Maint. Other	8,643	10,000	10,000	10,000
2281	Printing	-	500	500	500
2401	Contractual Services	574,572	953,800	1,043,300	896,000
	<b>Subtotal</b>	<b>1,612,331</b>	<b>2,007,600</b>	<b>2,109,700</b>	<b>1,866,100</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment		5,000		
5622	Other Equipment	16,728			
	<b>Subtotal</b>	<b>16,728</b>	<b>5,000</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$2,579,624</b>	<b>\$3,026,300</b>	<b>\$3,165,400</b>	<b>\$2,842,600</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>Revised Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Revised Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Maintenance Lead Worker	1	1	1	\$70,500	\$72,300	\$78,700
Motor Sweeper Operator	2	2	2	154,800	158,700	154,400
Maintenance Worker II	1	1	1	73,300	75,200	73,000
Maintenance Worker I	2	2	2	94,700	97,100	101,500
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>\$393,300</b>	<b>\$403,300</b>	<b>\$407,600</b>

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$369,380	\$388,400	\$398,200	\$346,200
1006	Salaries, Overtime	1,923			
1009	Salaries, Redistributed	(225,396)	(398,600)	(398,600)	(415,200)
1038	Sick Leave Payoff		2,500	2,500	2,500
1040	Vacation Payoff		7,000	7,000	7,000
1101	Retirement	77,610	92,600	103,700	90,400
1201	Workers' Compensation		6,100	6,100	6,100
1300	Employee Group Insurance	59,700	59,700	65,400	59,700
1318	Medicare Insurance	5,431	5,600	5,600	5,100
	<b>Subtotal</b>	<b>288,647</b>	<b>163,300</b>	<b>189,900</b>	<b>101,800</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	3,324	5,500	5,500	4,100
2031	Telephone	1,503	1,200	1,200	1,200
2101	Materials and Supplies	788	1,500	1,500	1,500
2281	Printing		500	500	500
	<b>Subtotal</b>	<b>5,615</b>	<b>8,700</b>	<b>8,700</b>	<b>7,300</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment		2,800		
	<b>Subtotal</b>	<b>0</b>	<b>2,800</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$294,262</b>	<b>\$174,800</b>	<b>\$198,600</b>	<b>\$109,100</b>



## Utility Undergrounding Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Revised Budget	Adopted Budget	Adopted Budget	Revised Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Undergrounding Program Mgr	1	1	1	\$173,500	\$177,900	\$136,700
Project Manager	2	2	2	214,900	220,300	209,500
<b>TOTAL</b>	3	3	3	\$388,400	\$398,200	\$346,200

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1009	Salaries, Redistributed	\$381,804	\$389,500	\$389,500	\$404,500
	<b>Subtotal</b>	<b>381,804</b>	<b>389,500</b>	<b>389,500</b>	<b>404,500</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues		900	900	
2024	Electricity	201,755	96,800	106,400	106,400
2101	Materials and Supplies	23	3,000	3,000	3,000
2222	Repairs and Maint. Other		85,000	85,000	85,000
2401	Contractual Services	22,242	72,000	72,000	62,000
2405	Legal Fees	18,122			
	<b>Subtotal</b>	<b>242,142</b>	<b>257,700</b>	<b>267,300</b>	<b>256,400</b>
<b>Special Programs</b>					
8331	Street Light Shields	210			
8433	Streetlight Acquisition Evaluation	16,034			
8621	Holiday Lighting Program	50,000	69,000	69,000	69,000
	<b>Subtotal</b>	<b>66,244</b>	<b>69,000</b>	<b>69,000</b>	<b>69,000</b>
<b>Capital Improvements</b>					
9407	LCR Master Plan & Utility	115,026			
9999	CIP Projects			1,000,000	1,000,000
	<b>Subtotal</b>	<b>115,026</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000 *</b>
	<b>Grand Total</b>	<b>\$805,216</b>	<b>\$716,200</b>	<b>\$1,725,800</b>	<b>\$1,729,900</b>

\* See Capital Improvement Project Summary page 235.

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$102,861	\$110,900	\$119,300	\$116,500
1003	Salaries, Part Time	17,645	26,500	27,000	27,000
1006	Salaries, Overtime	2,825	5,000	5,500	
1009	Salaries, Redistributed	6,000	9,800	9,800	(900)
1038	Sick Leave Payoff	900	900	900	900
1040	Vacation Payoff	1,500	1,500	1,500	1,500
1101	Retirement	21,164	25,000	28,900	28,300
1103	P.A.R.S. Retirement	669	1,000	1,000	1,000
1104	P.E.R.S. Unfunded Liability	4,300	3,100	3,100	
1201	Workers' Compensation	996	1,100	2,100	2,100
1300	Employee Group Insurance	19,896	19,900	21,800	19,900
1318	Medicare Insurance	1,796	2,100	2,100	2,100
	<b>Subtotal</b>	<b>180,551</b>	<b>206,800</b>	<b>223,000</b>	<b>198,400</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	1,602	1,700	1,700	1,100
2031	Telephone	59	900	900	900
2101	Materials and Supplies	1,379	1,500	1,500	1,500
2170	General Insurance	2,100	2,300	2,300	2,200
2281	Printing	4,983	5,000	5,000	5,000
2401	Contractual Services	1,979,622	2,051,700	2,102,100	2,102,100
2432	Postage	2,500	2,500	2,500	2,500
2804	Cost Redistributed	22,896	29,600	29,600	24,400
	<b>Subtotal</b>	<b>2,015,141</b>	<b>2,095,200</b>	<b>2,145,600</b>	<b>2,139,700</b>
<b><u>Special Programs</u></b>					
8105	Recycling Grant Programs	11,580	6,700	6,700	6,700
8117	Used Oil Recycling	7,331	7,000	7,000	7,000
8152	Waste Management Programs	32,163	26,500	27,000	27,000
8961	HHW Curbside Collections	6,599			
8723	Solid Waste Landfills		99,800	99,800	99,800
8969	C & D Recycling Deposit	418			
	<b>Subtotal</b>	<b>58,091</b>	<b>140,000</b>	<b>140,500</b>	<b>140,500</b>
	<b>Grand Total</b>	<b>\$2,253,783</b>	<b>\$2,442,000</b>	<b>\$2,509,100</b>	<b>\$2,478,600</b>

## Solid Waste Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Revised Budget	Adopted Budget	Adopted Budget	Revised Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Sr. Public Works Analyst/ Bilingual Pay	1	1	1	\$110,000 \$900	\$119,300 900	\$115,500 1,000
<b>TOTAL</b>	1	1	1	\$110,900	\$120,200	\$116,500

## **Recreation & Services Division**

**Public Works**  
General Fund/3202

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$301,193	\$331,200	\$349,600	\$242,900
1003	Salaries, Part Time	125,479	155,000	155,000	117,000
1006	Salaries, Overtime	1,943	8,000	8,000	4,500
1009	Salaries, Redistributed	69,000	70,600	70,600	55,500
1038	Sick Leave Payoff	3,600	3,600	3,600	3,600
1040	Vacation Payoff	2,700	2,700	2,700	2,700
1101	Retirement	63,611	76,300	82,000	73,700
1103	P.A.R.S. Retirement	4,719	5,000	5,000	4,400
1104	PERS Unfunded Liability	27,200	19,700	19,700	0
1201	Workers' Compensation	3,396	3,700	4,000	4,000
1300	Employee Group Insurance	79,596	79,600	87,200	59,700
1318	Medicare Insurance	6,215	7,100	7,400	5,300
	<b>Subtotal</b>	<b>688,652</b>	<b>762,500</b>	<b>794,800</b>	<b>573,300</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	760	1,000	1,200	1,200
2011	Training, Travel and Dues	8,792	13,800	14,000	6,700
2021	Natural Gas	3,965	6,900	6,900	6,900
2024	Electricity	54,904	58,700	58,700	58,700
2027	Water	14,930	26,000	26,000	26,000
2031	Telephone	235	1,200	1,200	1,200
2051	Gas and Lubrications	320	500	500	500
2101	Materials and Supplies	30,618	37,700	38,800	34,000
2150	Rents and Leases	32,268	42,000	53,000	53,000
2170	General Insurance	10,596	11,600	12,600	11,600
2201	Repairs & Maint. Automotive	1,057	500	500	500
2222	Repairs and Maint. Other	26,412	90,800	96,800	91,800
2281	Printing	38,900	42,800	45,800	39,800
2401	Contractual Services	527,307	677,800	703,300	408,300
2432	Postage	19,574	19,300	21,300	21,300
	<b>Subtotal</b>	<b>770,638</b>	<b>1,030,600</b>	<b>1,080,600</b>	<b>761,500</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	4,000			
5622	Other Equipment	2,490	17,000	17,500	
	<b>Subtotal</b>	<b>6,490</b>	<b>17,000</b>	<b>17,500</b>	<b>0</b>

***Recreation & Services Division***

***Public Works***  
***General Fund/3202***

Account		Actual	Adopted	Adopted	Revised
No. Account Title		Expenditures	Budget	Budget	Budget
		2018-19	2019-20	2020-21	2020-21
<b><u>Special Programs</u></b>					
8842	MM Dog Play Area		12,000		
8196	CPR Training	1,525			
Subtotal		1,525	12,000	0	0
Grand Total		<b>\$1,467,306</b>	<b>\$1,822,100</b>	<b>\$1,892,900</b>	<b>\$1,334,800</b>

## Recreation & Social Services Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Revised Budget	Adopted Budget	Adopted Budget	Revised Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Community Services Supervisor	1	1		\$115,400	\$124,300	
Senior Public Works Analyst			1			\$115,400
Administrative Assistant	1	1	1	63,400	65,000	63,400
Senior Services Coordinator	1	1	1	88,800	95,100	81,400
Senior Office Specialist	1	1	1	63,600	65,200	58,300
Senior Recreation Supervisor*	0.6	0.6	0.6	57,000	58,500	52,300
<i>Subtotal</i>	2	2.6	2.6	\$388,200	\$408,100	\$370,800
 <i><u>Positions Furlough <sup>(1)</sup></u></i>						
Senior Services Coordinator						(7,400)
Senior Office Specialist						(5,300)
Senior Recreation Supervisor						(4,700)
 <i><u>Positions Eliminated</u></i>						
Administrative Assistant			-1			(63,400)
<i>Subtotal</i>			-1			(80,800)
<b>TOTAL</b>	2.00	2.60	1.6	388,200	408,100	290,000

(1) Positions Furlough for month of July 2020

\* Position funded in Part Time Salaries.

## ***Homeless Programs***

***Public Works***  
***General Fund/3203***

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1009	Salaries, Redistributed		\$52,000	\$52,000	\$52,000
	Subtotal	0	52,000	52,000	52,000
<b><u>Special Programs</u></b>					
8162	Cold Weather Shelter	6,380	5,000	5,000	5,000
8190	Alternative Sleeping Location	383,667	560,000	578,000	500,000
8191	Project Homecoming	6,472	5,000	5,000	5,000
8195	ASL On-site Manager	35,892	36,000	38,000	
8197	ASL Facility Improvements HEAP		272,000	272,000	272,000
8198	ASL Safety Enhancements		55,000	45,000	45,000
	Subtotal	432,411	933,000	943,000	827,000
	Grand Total	<b>\$432,411</b>	<b>\$985,000</b>	<b>\$995,000</b>	<b>\$879,000</b>



# Community Assistance

Public Works  
General Fund/3204

Account No.	Organization	Actual Expenditures 2018-19	Community Request 2019-20	Adopted Budget 2019-2020	Community Request 2020-21	Subcommittee Recommendation 2020-21	Adopted Budget 2020-21
	A Dynamite Agency				\$10,000		
	Ability Awareness Project		\$15,000	\$500	9,000		
2966	Age Well Senior Services	2,500	3,000	2,500	3,000	3,000	3,000
	Assistance League		10,000		12,000	500	1,000
	Blue Bell Foundation for Cats				2,500		
2922	Boys & Girls Club of Laguna Beach	25,000	50,000	23,000	50,000	24,000	24,000
	Catmosphere		15,000		25,000		
	Creative Identity		8,000	1,000	8,000	1,000	1,000
2921	First Thursdays Art Walk		3,000		10,000		
2908	Friends of Laguna Beach Library, Inc.	6,000	16,000	5,000	15,000	5,000	5,000
2911	Friends of the Hortense Miller Garden	2,500	5,000	2,500	4,000	2,500	2,500
2938	Friendship Shelter, Inc.	8,000	20,000	5,000	20,000	5,000	5,000
2950	Glenwood House of Laguna Beach				10,500	1,000	1,000
2909	Greater Laguna Coast Fire Safe Council	1,000					
2943	HIV Advisory Committee	10,000	35,000	10,000	19,800	5,000	5,000
2988	KX 93.5 LB Radio, Inc.	20,000	30,000	13,000	40,000	10,000	15,000
2992	Laguna Beach Beautification Council	500	7,500	1,000			
	Laguna Beach CERT		10,000				
2915	Laguna Beach Chamber of Commerce		40,000	23,000	15,000	7,242	15,000
2917	Laguna Beach Community Clinic	22,000	25,000	20,000	25,000	20,000	20,000
2958	Laguna Beach Housing & Human Services	2,592	7,000	2,500			
	Laguna Beach Football Club				25,000		
	Laguna Beach Pride 365				36,000	3,000	8,000
2964	Laguna Beach Live!	13,000	20,000	11,000	20,000	20,000	20,000
2957	Laguna Beach Network		24,000	3,000	25,000	1,000	1,000
	Laguna Beach Recreation Committee		5,000	2,000	2,000	1,000	1,000
2924	Laguna Beach Seniors, Inc.	15,000	30,000	15,000	30,000	20,000	20,000
2986	Laguna Canyon Foundation	6,000	12,000	6,000	25,000	7,000	7,000
	Laguna College of Art & Design				40,000		
2925	Laguna Community Concert Band	8,000	12,000	8,000	11,000	8,000	8,000
2918	Laguna Dance Festival (CA Dance)	6,000	25,000	6,000	25,000	10,000	5,000
2905	Laguna Food Pantry	6,000	30,000	8,000	24,000	8,000	8,000
2972	Laguna Ocean Foundation	6,000	10,000	6,000	10,000	6,000	6,000
2937	Laguna Open Volleyball Tournament	1,000			4,000		
2949	Laguna Outreach Comm. Arts (LOCA)	6,000	16,600	6,000	12,500	6,000	6,000
2980	Laguna Plein Air Painters Association	20,000	50,000	18,000	50,000	18,000	18,000
2953	Laura's House	1,500	3,500	2,700	3,500		1,000
2999	Master Chorale of Saddleback		3,000		3,000		
2913	Music in Common, Inc.	1,000					
2912	No Square Theater	23,000	107,000	21,000	36,000	21,000	21,000
2920	Pacific Marine Mammal Center	8,000	10,012	10,000	11,500	6,000	6,000
2955	Protecting Unwanted Pets (PUP)		4,000	1,000	4,000	1,000	1,000
2931	Sally's Fund, Inc.	4,000	15,000	13,000			
2960	Sawdust Art Festival				40,000	13,000	13,000
2989	Seaside Legal Services	6,500	25,000	6,500	25,000	6,000	6,000
2940	South County Cross-Cultural Council	25,000	25,000	15,000	25,000	15,000	15,000
	South Laguna Civic Assoc./Garden Park				5,000		
2994	World Kindness	2,000					
<b>Grand Total</b>		<b>\$258,092</b>	<b>\$749,632</b>	<b>\$267,200</b>	<b>\$771,300</b>	<b>\$254,242</b>	<b>\$268,500</b>

**Measure LL Public Works**

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$69,425	\$71,400	\$77,000	\$78,700
1006	Salaries, Overtime	6,934			
1038	Sick Leave Payoff	996	1,000	1,000	1,000
1040	Vacation Payoff	996	1,000	1,000	1,000
1101	Retirement	6,739	7,500	8,200	9,100
1201	Workers' Compensation	2,100	2,300	2,500	2,500
1300	Employee Group Insurance	19,896	19,900	21,800	19,900
1318	Medicare Insurance	1,107	1,600	1,700	1,100
	<b>Subtotal</b>	<b>108,193</b>	<b>104,700</b>	<b>113,200</b>	<b>113,300</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	285	1,400	1,400	1,400
2011	Training, Travel and Dues		1,500		
2051	Gas and Lubrications	3,579	1,000	1,000	2,300
2222	Repairs and Maint. Other		3,000	3,000	3,000
2401	Contractual Services	208,183	224,200	224,200	197,600
	<b>Subtotal</b>	<b>212,047</b>	<b>231,100</b>	<b>229,600</b>	<b>204,300</b>
<b><u>Capital Improvements</u></b>					
9742	Faciliate Evacuation Rt/Safety	900,000	950,000	950,000	0
9743	Legislative & Regulation Cost	100,000	50,000	50,000	0
	<b>Subtotal</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$1,320,240</b>	<b>\$1,335,800</b>	<b>\$1,342,800</b>	<b>\$317,600</b>

## *Measure LL Street Maintenance Division Position*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Revised Budget	Adopted Budget	Adopted Budget	Revised Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Maint Lead Worker	1	1	1	\$71,400	\$77,000	\$78,700
<b>TOTAL</b>	1	1	1	\$71,400	\$77,000	\$78,700

# **Transit Administration Division**

**Public Works**  
Transit Fund/3401

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Salaries and Wages</u></b>					
1003	Salaries, Part Time	\$32,894	\$43,900	\$45,200	\$41,700
1006	Salaries, Overtime	299	1,100	1,200	
1009	Salaries, Redistributed	50,070	27,200	27,200	22,300
1103	P.A.R.S. Retirement	2,982	1,400	1,500	1,600
1201	Workers' Compensation	1,596	1,800	1,900	1,900
1318	Medicare Insurance	481	600	600	600
	<b>Subtotal</b>	<b>88,321</b>	<b>76,000</b>	<b>77,600</b>	<b>68,100</b>
<b><u>Maintenance and Operations</u></b>					
2021	Natural Gas	497	500	500	500
2031	Telephone	36	200	200	200
2101	Materials and Supplies	1,205	1,000	1,000	1,000
2170	General Insurance	3,000	3,500	3,800	3,800
2222	Repairs and Maint. Other		200	200	
2401	Contractual Services	10,498	5,000	5,000	7,000
2804	Costs Redistributed	210,000	233,000	233,000	193,400
	<b>Subtotal</b>	<b>225,236</b>	<b>243,400</b>	<b>243,700</b>	<b>205,900</b>
<b><u>Special Programs</u></b>					
8123	Free Ride to Work Program		13,000	13,000	
8124	Free Summer Fares		19,000	19,000	
8418	Short Range Transit Plan		10,000		
	<b>Subtotal</b>	<b>0</b>	<b>42,000</b>	<b>32,000</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$313,557</b>	<b>\$361,400</b>	<b>\$353,300</b>	<b>\$274,000</b>

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$72,044	\$76,800	\$82,700	\$59,200
1003	Salaries, Part Time	\$69,080	82,000	84,200	
1006	Salaries, Overtime	4,876	2,500	2,500	
1009	Salaries, Redistributed	237,804	237,800	237,800	152,500
1038	Sick Leave Payoff	(876)	1,000	1,000	1,000
1040	Vacation Payoff	128	1,000	1,000	1,000
1101	Retirement	11,592	13,800	15,100	12,500
1103	P.A.R.S. Retirement	2,723	2,600	2,600	0
1201	Workers' Compensation	1,896	2,000	2,100	2,100
1300	Employee Group Insurance	19,896	19,900	21,800	19,900
1318	Medicare Insurance	2,117	2,100	2,100	800
	<b>Subtotal</b>	<b>421,280</b>	<b>441,500</b>	<b>452,900</b>	<b>249,000</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	3,143	3,000	3,000	
2011	Training, Travel and Dues	1,114	1,000	1,000	
2027	Water	1,200	1,700	1,700	1,700
2031	Telephone	663	900	900	900
2051	Gas and Lubrications	3,313	3,300	3,300	3,300
2101	Materials and Supplies	20,268	25,000	26,000	15,000
2170	General Insurance	3,696	3,900	3,900	3,900
2201	Repairs and Maint. Automotive	118,533	200,000	200,000	112,500
2222	Repairs and Maint. Other	528	5,000	5,000	2,500
2281	Printing	462	500	500	500
2401	Contractual Services	6,016	3,000	3,000	11,400
	<b>Subtotal</b>	<b>158,936</b>	<b>247,300</b>	<b>248,300</b>	<b>151,700</b>
	<b>Grand Total</b>	<b>\$580,216</b>	<b>\$688,800</b>	<b>\$701,200</b>	<b>\$400,700</b>

## Transit Maintenance Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
Equipment Mechanic	1	1	1	\$76,800	\$82,700	\$78,900
<i>Subtotal</i>	2	1	1.0	\$76,800	\$82,700	\$78,900
<u>Positions Furlough <sup>(1)</sup></u>						
Equipment Mechanic						(19,700)
<i>Subtotal</i>			0			(19,700)
<b>TOTAL</b>	2.00	1.00	1.6	76,800	82,700	59,200

(1) Positions Furlough for month of July and August 2020

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1003	Salaries, Part Time	\$362,852	\$488,000	\$488,000	\$91,800
1006	Salaries, Overtime	56,740	35,000	35,000	900
1009	Salaries, Redistributed	35,700	37,400	37,400	27,900
1103	P.A.R.S. Retirement	15,772	15,500	15,500	3,300
1201	Workers' Compensation	3,504	3,600	3,700	3,700
1318	Medicare Insurance	6,098	7,800	7,800	1,400
	<b>Subtotal</b>	<b>480,666</b>	<b>587,300</b>	<b>587,400</b>	<b>129,000</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	3,890	3,500	3,500	3,500
2031	Telephone	926	900	900	900
2051	Gas and Lubrications	44,554	96,000	98,600	49,000
2101	Materials and Supplies	4,219	16,700	15,500	10,000
2150	Rents and Leases	0	361,000	361,000	361,000
2170	General Insurance	7,104	7,100	7,100	7,100
2281	Printing	7,437	14,000	14,000	10,000
2401	Contractual Services	94,477	112,600	112,600	3,200
	<b>Subtotal</b>	<b>162,607</b>	<b>611,800</b>	<b>613,200</b>	<b>444,700</b>
<b><u>Special Programs</u></b>					
8032	Employee Referral Program		5,000	5,000	
	<b>Subtotal</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$643,273</b>	<b>\$1,204,100</b>	<b>\$1,205,600</b>	<b>\$573,700</b>

# Transit Neighborhood Weekday Services Division

Public Works  
Transit Fund/3404

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$145,490	\$150,600	\$154,400	\$132,900
1003	Salaries, Part Time	437,333	428,100	428,100	492,800
1006	Salaries, Overtime	72,379	25,000	25,000	5,000
1009	Salaries, Redistributed	(100,896)	(105,700)	(105,700)	(1,200)
1038	Sick Leave Payoff	1,603	3,200	3,200	3,200
1040	Vacation Payoff	304	2,700	2,700	2,700
1101	Retirement	29,847	35,200	36,200	34,400
1103	P.A.R.S. Retirement	18,490	13,600	13,600	18,500
1201	Workers' Compensation	6,096	6,300	6,500	6,500
1300	Employee Group Insurance	39,804	39,800	43,600	39,800
1318	Medicare Insurance	9,500	5,500	5,500	9,000
	<b>Subtotal</b>	<b>659,950</b>	<b>604,300</b>	<b>613,100</b>	<b>743,600</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	1,172	1,500	1,500	1,500
2011	Training, Travel and Dues	695	6,400	6,400	2,500
2021	Natural Gas	1,441	1,000	1,100	1,100
2024	Electricity	8,917	8,800	9,200	9,200
2027	Water	3,836	5,000	5,000	5,000
2031	Telephone	21	400	400	400
2051	Gas and Lubrications	65,070	89,900	91,700	53,000
2101	Materials and Supplies	3,449	4,000	4,000	4,000
2170	General Insurance	18,696	18,700	18,700	18,700
2281	Printing	195	12,000	12,000	7,000
2401	Contractual Services	48,782	53,600	53,600	82,100
	<b>Subtotal</b>	<b>152,274</b>	<b>201,300</b>	<b>203,600</b>	<b>184,500</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	1,600	2,000		
	<b>Subtotal</b>	<b>1,600</b>	<b>2,000</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8095	AQMD Grant Funds		2,000	2,000	2,000
8304	Paratransit Costs	78,000	78,000	78,000	108,000
	<b>Subtotal</b>	<b>78,000</b>	<b>80,000</b>	<b>80,000</b>	<b>110,000</b>
	<b>Grand Total</b>	<b>\$891,824</b>	<b>\$887,600</b>	<b>\$896,700</b>	<b>\$1,038,100</b>



## Transit Neighborhood Weekday Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
Transit Supervisor	1	1	1	\$82,700	\$84,800	\$82,700
Bus Driver	1	1	1	67,900	69,600	67,900
<i>Subtotal</i>	2	2	2.0	\$150,600	\$154,400	\$150,600
<u>Positions Furlough</u> <sup>(1)</sup>						
Transit Supervisor						(10,900)
Bus Driver						(6,800)
<i>Subtotal</i>						(17,700)
<b>TOTAL</b>	2.00	2.00	1.6	150,600	154,400	132,900

(1) Postions Furlough for month of July and August 2020

**Transit Trolley Weekend Operations Division****Public Works**  
**Transit Fund/3405**

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1003	Salaries, Part Time	\$237,863	\$317,700	\$317,700	\$317,700
1006	Salaries, Overtime	28,533	20,000	20,000	5,000
1009	Salaries, Redistributed	35,700	37,400	37,400	64,800
1103	P.A.R.S. Retirement	9,654	10,100	10,100	11,900
1318	Medicare Insurance	3,863	4,400	4,400	4,700
	<b>Subtotal</b>	<b>315,613</b>	<b>389,600</b>	<b>389,600</b>	<b>404,100</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry		3,000	3,000	1,000
2051	Gas and Lubrications	58,077	76,500	78,700	55,000
2101	Materials and Supplies	11,211	33,400	33,400	23,000
2150	Rents and Leases	129,096	129,100	129,100	129,100
2201	Repairs & Maint. Automotive	63,263	80,000	80,000	65,000
2222	Repairs & Maint. Other	0	1,000	1,000	1,000
2401	Contractual Services	250	19,100	19,100	19,100
	<b>Subtotal</b>	<b>261,897</b>	<b>342,100</b>	<b>344,300</b>	<b>293,200</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture and Equip		22,000		
	<b>Subtotal</b>	<b>0</b>	<b>22,000</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$577,510</b>	<b>\$753,700</b>	<b>\$733,900</b>	<b>\$697,300</b>

***Transit Neighborhood Weekend Services Division******Public Works***  
***Transit Fund/3406***

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1003	Salaries, Part Time	76,487	\$107,900	\$107,900	
1006	Salaries, Overtime	23,157	10,000	10,000	
1009	Salaries, Redistributed	119,700	124,600	124,600	
1103	P.A.R.S. Retirement	3,723	3,500	3,500	
1318	Medicare Insurance	1,445	1,500	1,500	
	<b>Subtotal</b>	<b>224,512</b>	<b>247,500</b>	<b>247,500</b>	<b>0</b>
<b><u>Maintenance and Operations</u></b>					
2051	Gas and Lubricants	17,925	18,600	19,100	
2101	Materials and Supplies	4,362	18,100	17,500	
2201	Repairs & Maint. Automotive	29,787	28,000	28,000	
2222	Repairs & Maint. Other	0	1,000	1,000	
2281	Printing	0	1,500	1,500	
2401	Contractual Services	250	6,100	6,100	
	<b>Subtotal</b>	<b>52,324</b>	<b>73,300</b>	<b>73,200</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$276,836</b>	<b>\$320,800</b>	<b>\$320,700</b>	<b>\$0</b>

*Neighborhood Weekend  
Services  
were cancelled in FY20-  
21*

## Parking & Sign Maintenance

*Public Works*  
*Parking Authority Fund/3501*

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$296,128	\$298,600	\$306,300	\$298,600
1003	Salaries, Part Time	20,673	51,000	51,000	27,200
1006	Salaries, Overtime	17,213	20,600	20,600	10,000
1009	Salaries, Redistributed	(129,204)	(134,900)	(134,900)	(140,100)
1038	Sick Leave Payoff	2,400	2,400	2,400	2,400
1040	Vacation Payoff	1,596	1,600	1,600	1,600
1101	Retirement	71,360	122,400	127,100	85,600
1103	P.A.R.S. Retirement	775	2,700	2,000	1,000
1104	P.E.R.S. Unfunded Liability	0	6,700	6,700	0
1201	Workers' Compensation	3,504	3,800	4,100	4,100
1300	Employee Group Insurance	99,504	99,500	109,000	79,600
1318	Medicare Insurance	4,843	6,800	5,800	5,000
<b>Subtotal</b>		<b>388,793</b>	<b>481,200</b>	<b>501,700</b>	<b>375,000</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	975	2,000	2,000	1,500
2011	Training, Travel and Dues	472	600	3,000	600
2024	Electricity	19,057	19,000	19,000	19,000
2027	Water	4,409	4,500	4,500	4,500
2031	Telephone	3,875	3,800	3,800	3,800
2051	Gas and Lubrications	8,289	11,400	11,400	7,700
2101	Materials and Supplies	90,428	76,000	77,000	77,000
2150	Rents and Leases	20,904	23,300	23,300	23,300
2170	General Insurance	7,104	7,400	7,800	7,800
2201	Repairs and Maint. Automotive	2,489	5,000	5,000	5,000
2222	Repairs and Maint. Other	5,525	14,500	14,500	11,500
2281	Printing	2,758	13,000	13,000	10,000
2401	Contractual Services	1,615,086	834,600	822,100	828,800
2432	Postage	0			2,000
2804	Costs Redistributed	192,396	203,000	203,000	243,600
<b>Subtotal</b>		<b>1,973,767</b>	<b>1,218,100</b>	<b>1,209,400</b>	<b>1,246,100</b>
<b><u>Special Programs</u></b>					
8811	Parking Credit Card Machines	209,921	150,000	150,000	0
<b>Subtotal</b>		<b>209,921</b>	<b>150,000</b>	<b>150,000</b>	<b>0</b>
<b><u>Capital Improvements</u></b>					
9110	Glennayre Structure Repairs	13,689	1,000,000	0	0
<b>Subtotal</b>		<b>13,689</b>	<b>1,000,000</b>	<b>0</b>	<b>0</b>
<b>Grand Total</b>		<b>\$2,586,170</b>	<b>\$2,849,300</b>	<b>\$1,861,100</b>	<b>\$1,621,100</b>

## Parking & Sign Maintenance Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Adopted	Revised	Adopted	Adopted	Revised
	Budget	Budget	Budget	Budget	Budget	Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Maintenance Lead Worker	2	2	2	173,600	\$178,000	\$173,600
Maintenance Worker II	1	1	1	73,000	74,900	73,000
Maintenance Worker I	1	1	1	52,000	53,400	52,000
<b>TOTAL</b>	4	4	4	\$298,600	\$306,300	\$298,600

## Parking Management & Operations Division

*Public Works*  
*Parking Fund/3502*

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$234,844	\$254,900	\$261,300	\$159,300
1003	Salaries, Part Time	37,909	75,100	75,100	18,000
1006	Salaries, Overtime	1,347	5,000	5,000	
1009	Salaries, Redistributed	(21,096)	(21,600)	(21,600)	(43,500)
1038	New Sick Leave Payoff	1,896	1,900	1,900	1,900
1040	Vacation Payoff	1,404	1,400	1,400	1,400
1101	Retirement	48,132	60,000	63,000	50,500
1103	P.A.R.S. Retirement	1,421	2,400	2,400	700
1104	PERS Unfunded Liability	9,300	7,000	7,000	
1201	Workers' Compensation	1,800	1,900	2,000	2,000
1300	Employee Group Insurance	39,804	39,800	43,600	19,900
1318	Medicare Insurance	4,020	4,900	4,900	2,600
	<b>Subtotal</b>	<b>360,780</b>	<b>432,700</b>	<b>446,000</b>	<b>212,800</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	361	700	700	500
2011	Training, Travel and Dues	4,694	2,700	2,700	1,000
2031	Telephone and Internet	1,047	1,200	1,200	1,200
2101	Materials and Supplies	22,325	22,000	22,000	17,000
2150	Rents and Leases	74,000	114,000	114,000	85,000
2170	General Insurance	504	500	500	500
2222	Repairs and Maint. Other	0	10,000	10,000	10,000
2281	Printing	269	7,200	7,200	3,500
2401	Contractual Services	129,036	63,000	63,000	44,000
	<b>Subtotal</b>	<b>232,236</b>	<b>221,300</b>	<b>221,300</b>	<b>162,700</b>
<b><u>Special Programs</u></b>					
8817	Wayfinding Signage		20,000	20,000	
8092	Summer Festivals Parking	50,090	31,000	31,000	
8305	Festival Tram Fares	110,000	110,000	110,000	110,000
8727	Summer Breeze	111,692	130,000	130,000	25,000
	<b>Subtotal</b>	<b>271,782</b>	<b>291,000</b>	<b>291,000</b>	<b>135,000</b>
	<b>Grand Total</b>	<b>\$864,799</b>	<b>\$945,000</b>	<b>\$958,300</b>	<b>\$510,500</b>

## Parking Management and Operations Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Adopted	Revised	Adopted	Adopted	Revised
	Budget	Budget	Budget	Budget	Budget	Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Deputy Dir. Public Works	1	1	1	\$159,300	\$163,300	\$159,300
Sr. Administrative Analyst	1	1	0	95,600	98,000	95,600
<i>Subtotal</i>	2	2	1.0	\$254,900	\$261,300	\$254,900
<u>Positions Eliminated</u>						
Sr. Administrative Analyst			-1			(95,600)
<i>Subtotal</i>			-1			(95,600)
<b>TOTAL</b>	2.00	2.00	1.6	\$ 254,900	\$ 261,300	\$ 159,300

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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:

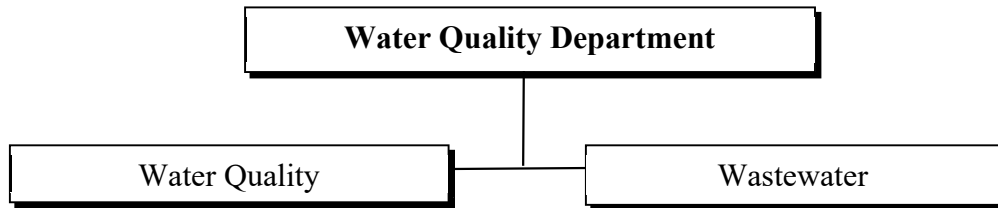
**Water Quality** - The Water Quality Division is charged with complying with and implementing the requirements of the National Pollution Discharge Elimination System (water quality) permit. The permit functions to support the federal Clean Water Act and is administered and enforced by the San Diego 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 20-21 Adopted</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>

**Division**

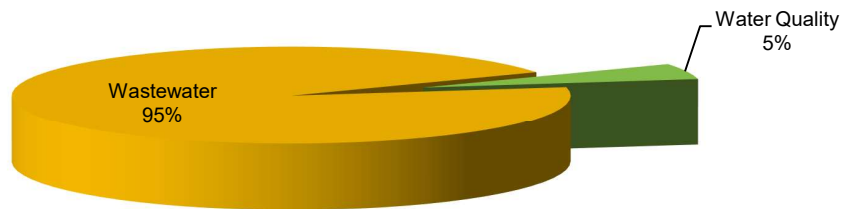
Water Quality

Wastewater

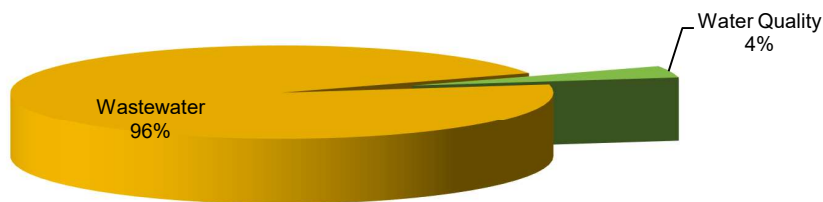
**Department Total**

<i>MAJOR CATEGORY OF EXPENDITURE FY 2020-21 Revised</i>					Division
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$468,100	\$43,900		\$138,300		<b>\$650,300</b>
1,929,800	5,368,900	\$2,600	114,000	5,880,000	<b>\$13,295,300</b>
<b>\$2,397,900</b>	<b>\$5,412,800</b>	<b>\$2,600</b>	<b>\$252,300</b>	<b>\$5,880,000</b>	<b>\$13,945,600</b>

### Summary By Division FY 2020-21 Adopted



### Summary By Division FY 2020-21 Revised



## Water Quality Department Budget Detail

*All  
Divisions*

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,220,120	\$1,463,800	\$1,566,100	\$1,535,300
1006	Salaries, Overtime	57,886	72,300	72,300	70,200
1009	Salaries, Redistributed	21,900	23,200	23,200	22,600
1038	Sick Leave Payoff	29,788	24,700	24,700	24,700
1040	Vacation Payoff	22,319	22,000	22,000	22,000
1042	Comp Time Payoffs	(679)	200	200	200
1101	Retirement*	(56,098)	341,400	364,600	361,500
1104	P.E.R.S. Unfunded Liability	8,900	6,400	6,400	0
1201	Workers' Compensation	19,308	21,100	23,100	23,100
1300	Employee Group Insurance	297,204	317,100	348,400	317,100
1318	Medicare Insurance	18,554	21,100	22,100	21,200
	<b>Subtotal</b>	<b>2,056,761</b>	<b>2,313,300</b>	<b>2,473,100</b>	<b>2,397,900</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	7,229	7,900	7,900	7,900
2011	Training, Travel and Dues	15,134	22,400	22,400	21,000
2021	Natural Gas	2,237	2,600	2,600	2,600
2024	Electricity	158,282	181,400	181,600	181,600
2027	Water	7,362	8,700	8,700	8,700
2031	Telephone	7,569	11,300	11,300	11,300
2051	Gas and Lubrications	24,045	24,500	24,500	24,500
2101	Materials and Supplies	54,441	137,500	137,500	52,400
2102	Collection System - Odor Control	0	0		85,000
2150	Rents and Leases	159,000	194,800	194,800	194,800
2170	General Insurance	252,612	402,900	425,200	591,100
2201	Repairs and Maint. Auto.	26,452	25,400	25,400	25,400
2222	Repairs and Maint. Other	49,007	88,300	88,300	88,300
2281	Printing	0	2,500	2,500	2,000
2401	Contractual Services	199,836	193,600	203,600	221,400
2402	Contractual SOCWA Operation	2,477,881	2,500,000	2,500,000	2,500,000
2405	Legal Fees	665,770			0
2432	Postage	245	1,000	1,000	600
2521	State Loan Principal & Interest	205,590	797,000	1,352,000	1,130,000
2522	Loan Administration Fees	8,157	35,000	35,000	35,000
2804	Costs Redistributed	226,704	277,600	277,600	229,200
2732	Depreciation	1,704,816			0
	<b>Subtotal</b>	<b>6,252,369</b>	<b>4,914,400</b>	<b>5,501,900</b>	<b>5,412,800</b>
<b>Capital Outlay</b>					
5408	Office Furniture and Equipment	1,710	7,800	2,600	2,600
5622	Other Equipment	5,684	105,000		0
	<b>Subtotal</b>	<b>7,394</b>	<b>112,800</b>	<b>2,600</b>	<b>2,600</b>
<b>Special Programs</b>					
	Special Programs	283,706	415,600	371,600	252,300
	<b>Subtotal</b>	<b>283,706</b>	<b>415,600</b>	<b>371,600</b>	<b>252,300</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects*	438,256	6,848,000	7,266,000	5,880,000
	<b>Subtotal</b>	<b>438,256</b>	<b>6,848,000</b>	<b>7,266,000</b>	<b>5,880,000</b>
	<b>Grand Total</b>	<b>\$9,038,486</b>	<b>\$14,604,100</b>	<b>\$15,615,200</b>	<b>\$13,945,600</b>

\* Represents ten projects funded from the Wastewater Fund. See Water Quality Department Capital Improvement Project Section (p. 272) for project descriptions.

## ***Water Quality Department Position Summary***

***All  
Divisions***

<u><b>Position Title</b></u>	<i><b>No. of Positions</b></i>			<i><b>Salaries</b></i>		
	<b>Adopted</b>	<b>Adopted</b>	<b>Revised</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Revised</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Water Quality Director	1	1	1	\$220,500	\$226,100	\$220,500
Project Manager	1	1	1	115,400	118,300	115,400
Sr. Water Quality Analyst	1	1	1	115,400	118,300	121,200
Maintenance Supervisor	1	1	1	78,300	80,300	82,200
Sr. Operation Supervisor	1	1	1	110,000	112,800	115,400
Maintenance Lead Worker	1	1	1	86,800	89,000	86,800
Environmental Specialist	1	1	1	84,600	86,800	84,600
Administrative Assistant	1	1	1	66,500	68,200	69,900
Instrumentation/Electrical Tech.	1	1	1	79,300	81,300	82,600
WQ Construction Inspector	1	1	1	95,700	98,100	95,500
Maintenance Worker II	2	2	2	146,000	149,700	146,000
Maintenance Worker I	4	5	5	218,300	290,200	268,200
Housing Assistance Program				47,000	47,000	47,000
<b>TOTAL</b>	<b>16</b>	<b>17</b>	<b>17</b>	<b>\$1,383,000</b>	<b>\$1,566,100</b>	<b>\$1,535,300</b>

**Water Quality Division**

*Water Quality Department*  
*General Fund/3303*

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$195,636	\$295,700	\$303,200	\$301,300
1006	Salaries, Overtime	2,213	6,600	6,600	4,500
1009	Salaries, Redistributed	27,000	28,200	28,200	29,300
1038	Sick Leave Payoff	2,004	2,200	2,200	2,200
1040	Vacation Payoff	1,800	2,000	2,000	2,000
1042	Comp Time Payoffs	204	200	200	200
1101	Retirement	39,879	58,700	63,000	62,500
1104	P.E.R.S. Unfunded Liability	8,900	6,400	6,400	0
1201	Workers' Compensation	1,704	1,800	1,900	1,900
1300	Employee Group Insurance	39,804	59,700	65,400	59,700
1318	Medicare Insurance	2,876	4,400	4,600	4,500
	<b>Subtotal</b>	<b>322,020</b>	<b>465,900</b>	<b>483,700</b>	<b>468,100</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	2,829	2,800	2,800	1,400
2024	Electricity	2,661	3,400	3,600	3,600
2027	Water	234	200	200	200
2031	Telephone	50	200	200	200
2051	Gas and Lubrications	106	800	800	800
2101	Materials and Supplies	178	600	600	500
2150	Rents and Leases	4,296	4,400	4,400	4,400
2170	General Insurance	3,204	3,500	3,800	3,500
2201	Repairs and Maint. Auto.	497	600	600	600
2222	Repairs and Maint. Other	0	500	500	500
2281	Printing	0	1,000	1,000	500
2401	Contractual Services	1,079	47,600	27,600	27,600
2432	Postage	0	500	500	100
	<b>Subtotal</b>	<b>15,134</b>	<b>66,100</b>	<b>46,600</b>	<b>43,900</b>
<b><u>Special Programs</u></b>					
8093	Electric Vehicle Charging Sta.	0	1,200	1,200	1,200
8303	Public Education	0	9,600	9,600	2,000
8314	Water Quality Special Projects	4,586	0	0	0
8420	Maximum Daily Load Comp	10,388	15,000	15,000	15,000
8533	NPDES Storm Water Permit	226,061	116,600	121,800	110,100
8843	Vehicle Miles Study	0	10,200	0	0
8826	Aliso Creek Ecosystem	2,680	0	0	0
8968	ASBS Compliance BDGHT	800	74,000	10,000	10,000
8999	Technical Assistance Aliso Creek	0	15,000	0	0
9388	Dewitt Property Habitat Restoration	302,320	0	0	0
	<b>Subtotal</b>	<b>546,835</b>	<b>241,600</b>	<b>157,600</b>	<b>138,300</b>
	<b>Grand Total</b>	<b>\$883,989</b>	<b>\$773,600</b>	<b>\$687,900</b>	<b>\$650,300</b>

## ***Water Quality Position Summary***

<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>Revised</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Revised</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Sr. Water Quality Analyst	1	1	1	\$115,400	\$118,300	\$121,200
Environmental Specialist	1	1	1	84,600	86,800	84,600
WQ Construction Inspector	1	1	1	95,700	98,100	95,500
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>\$295,700</b>	<b>\$303,200</b>	<b>\$301,300</b>

# Wastewater Division

Water Quality Department  
Wastewater Fund/3301 & 3302

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,024,484	\$1,168,100	\$1,262,900	\$1,234,000
1003	Salaries, Part Time	0	65,700	65,700	65,700
1006	Salaries, Overtime	55,673	(5,000)	(5,000)	(6,700)
1009	Salaries, Redistributed	(5,100)	22,500	22,500	22,500
1038	Sick Leave Payoff	27,784	20,000	20,000	20,000
1040	Vacation Payoff	20,519			
1042	Comp Time	(883)			
1101	Retirement	(95,977)	282,700	301,600	299,000
1106	Pension Expense	409,397			
1107	OPEB Pension Expense	8,162			
1201	Workers' Compensation	17,604	19,300	21,200	21,200
1300	Employee Group Insurance	257,400	257,400	283,000	257,400
1318	Medicare Insurance	15,678	16,700	17,500	16,700
	<b>Subtotal</b>	<b>1,734,741</b>	<b>1,847,400</b>	<b>1,989,400</b>	<b>1,929,800</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	7,229	7,900	7,900	7,900
2011	Training, Travel and Dues	12,306	19,600	19,600	19,600
2021	Natural Gas	2,237	2,600	2,600	2,600
2024	Electricity	155,621	178,000	178,000	178,000
2027	Water	7,128	8,500	8,500	8,500
2031	Telephone	7,520	11,100	11,100	11,100
2051	Gas and Lubrications	23,940	23,700	23,700	23,700
2101	Materials and Supplies	54,264	136,900	51,900	51,900
2102	Collection System - Odor Control	0	0	85,000	85,000
2150	Rents and Leases	154,704	190,400	190,400	190,400
2170	General Insurance	249,408	399,400	421,400	587,600
2201	Repairs and Maint. Auto.	25,956	24,800	24,800	24,800
2222	Repairs and Maint. Other	49,007	87,800	87,800	87,800
2281	Printing	0	1,500	1,500	1,500
2401	Contractual Services	198,757	146,000	176,000	193,800
2402	Contractual SOCWA Operation	2,477,881	2,500,000	2,500,000	2,500,000
2405	Legal Fees	665,770			
2432	Postage	245	500	500	500
2521	State Loan Principal & Interest	205,590	797,000	1,352,000	1,130,000
2522	Loan Administration Fees	8,157	35,000	35,000	35,000
2804	Costs Redistributed	226,704	277,600	277,600	229,200
2732	Depreciation	1,704,816	0	0	0
	<b>Subtotal</b>	<b>6,237,240</b>	<b>4,848,300</b>	<b>5,455,300</b>	<b>5,368,900</b>
<b>Capital Outlay</b>					
5408	Other Equipment	1,710	7,800	2,600	2,600
5622	Other Equipment	5,684	105,000		
	<b>Subtotal</b>	<b>7,394</b>	<b>112,800</b>	<b>2,600</b>	<b>2,600</b>
<b>Special Programs</b>					
8206	Wastewater Grease Control	1,207	14,000	14,000	14,000
8614	Private Sewer Lateral Asst.	25,102	160,000	160,000	100,000
8730	Sewer District Map Remastering	1,331			
8801	Mag. Hydro Odor Control	11,552			
8855	Strategic Planning			40,000	
	<b>Subtotal</b>	<b>39,192</b>	<b>174,000</b>	<b>214,000</b>	<b>114,000</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects*	135,936	6,848,000	7,266,000	5,880,000
	<b>Subtotal</b>	<b>135,936</b>	<b>6,848,000</b>	<b>7,266,000</b>	<b>5,880,000</b>
	<b>Grand Total</b>	<b>\$8,154,503</b>	<b>\$13,830,500</b>	<b>\$14,927,300</b>	<b>\$13,295,300</b>

\* Represents ten projects funded from the Wastewater Fund. See Water Quality Department Capital Improvement Project Section (p. 272) 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>Adopted</b>	<b>Revised</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Revised</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Water Quality Director	1	1	1	\$220,500	\$226,100	\$220,500
Project Manager	1	1	1	115,400	118,300	115,400
Sr. Operation Supervisor	1	1	1	110,000	112,800	115,400
Maintenance Supervisor	1	1	1	78,300	80,300	82,200
Maintenance Lead Worker	1	1	1	86,800	89,000	86,800
Administrative Assistant	1	1	1	66,500	68,200	69,900
Instrumentation/Electrical Tech.	1	1	1	79,300	81,300	82,600
Maintenance Worker II	2	2	2	146,000	149,700	146,000
Maintenance Worker I	4	5	5	218,300	290,200	268,200
Housing Assistance Program				47,000	47,000	47,000
<b>TOTAL</b>	<b>13</b>	<b>14</b>	<b>14</b>	<b>\$1,168,100</b>	<b>\$1,262,900</b>	<b>\$1,234,000</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 the 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.

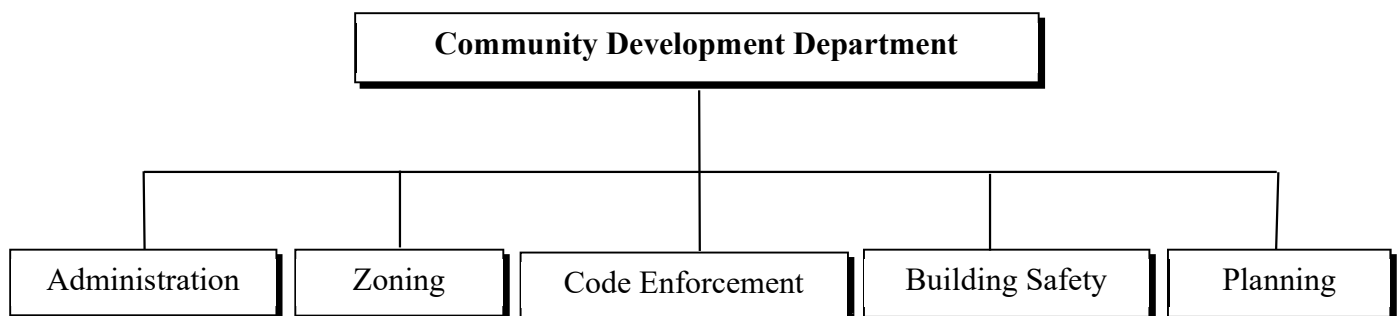
**Major Department Initiatives:**

- Department Customer Service and Processing/Procedure Improvements including the establishment of OpenGov permitting system and implementation of Lean Six Sigma recommendations
- Update to the Downtown Specific Plan
- Historic Preservation Ordinance Update
- Coastal Major Remodel and Bluff Top Definition Revisions to the City's LCP
- General Plan Updates (Housing and Safety Element)
- Accessory Dwelling Unit Ordinance
- Various other Code/LCP Amendments

**Budget Reductions:** As a result of the revenue losses due to the Covid-19 pandemic and impending recession, the Community Development Department made the following reductions: The Department intends to cut one building inspector position from the Building Division, which should still allow the department to provide sufficient service levels based on inspection trends this past fiscal year. Additionally, one associate planner and one part-time planner are being cut from the Zoning Division. The loss of these positions should be partially offset by improved efficiency gained through streamlining the process through code amendments, modifying the staff report format, and better permit tracking for customers, which will reduce staff time corresponding with applicants on the status of their permits.

Community Development is also proposing to cut the contract services budgets from all divisions. Regarding the Planning Division, several long-range planning initiatives are in a stage that consultants are no longer needed or are in agreements funded from FY 19-20, such as the Housing Element and Safety Element updates. Other Code/LCP amendments will be done inhouse such as the ADU and permit streamlining ordinances. In Code Enforcement, a new software service is being acquired that will enhance enforcement of short-term lodging, while reducing the amount of contracted staff time devoted to this effort. The Building Division had intended to hire a contract counter plan checker; however, this has been cut from the budget to reduce costs.

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



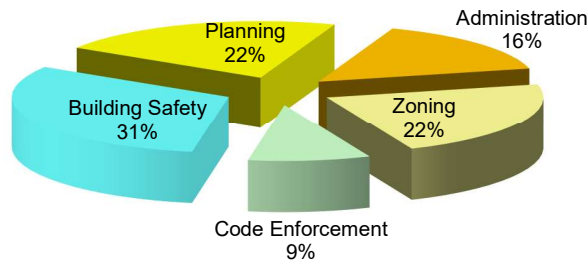
## Community Development Department Budget Summary

*All  
Divisions*

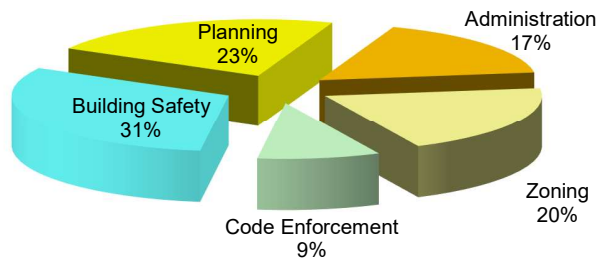
<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 20-21 Adopted</b>					Division Total
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
Administration	\$834,300	\$239,500	\$0	\$1,000	\$0	\$1,074,800
Zoning	1,322,000	110,400	0	96,000	0	1,528,400
Code Enforcement	494,500	127,900	0	0	0	622,400
Building Safety	1,690,200	418,500	0	25,000	0	2,133,700
Planning	1,387,700	96,300	0	0	0	1,484,000
<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>

<u>Division</u>	<b>MAJOR CATEGORY OF EXPENDITURE FY 20-21 Revised</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	\$786,300	\$193,400	\$0	\$50,000	\$0	\$1,029,700
Zoning	1,109,800	31,400	0	60,000	0	1,201,200
Code Enforcement	480,100	64,900	0	0	0	545,000
Building Safety	1,461,500	360,700	0	25,000	0	1,847,200
Planning	1,292,000	50,600	0	0	0	1,342,600
<b>Department Total</b>	<b>\$5,129,700</b>	<b>\$701,000</b>	<b>\$0</b>	<b>\$135,000</b>	<b>\$0</b>	<b>\$5,965,700</b>

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



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



## Community Development Department Budget Detail

*All  
Divisions*

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$3,016,068	\$3,545,000	\$3,694,100	\$3,351,800
1003	Salaries, Part Time	101,108	43,100	43,100	43,100
1006	Salaries, Overtime	104,088	64,000	64,000	53,400
1038	Sick Leave Payoff	29,700	29,900	30,800	30,800
1040	Vacation Payoff	63,600	64,600	66,500	66,500
1042	Comp Time Payoffs	696	700	700	700
1101	Retirement	628,145	785,000	883,600	837,900
1103	P.A.R.S. Retirement	2,917	1,500	1,500	1,600
1104	P.E.R.S. Unfunded Liability	125,200	90,600	90,600	0
1201	Workers' Compensation	31,092	34,000	37,200	37,200
1300	Employee Group Insurance	636,804	696,400	763,000	656,700
1318	Medicare Insurance	46,904	51,800	53,600	50,000
	<b>Subtotal</b>	<b>4,786,322</b>	<b>5,406,600</b>	<b>5,728,700</b>	<b>5,129,700</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	25,827	47,400	44,400	27,600
2024	Electricity	10,601	12,600	13,000	13,000
2027	Water	933	1,000	1,000	1,000
2031	Telephone	12,670	19,700	19,900	19,900
2051	Gas and Lubrications	3,727	10,200	10,200	4,200
2101	Materials and Supplies	51,131	30,200	29,600	27,800
2150	Rents and Leases	32,176	31,300	31,300	31,300
2170	General Insurance	60,192	51,700	56,900	66,900
2201	Repairs and Maint. Automobile	7,175	16,700	18,100	2,200
2222	Repairs and Maint. Other	947	4,000	4,000	3,500
2281	Printing	13,576	11,200	11,200	10,700
2401	Contractual Services	748,493	850,500	753,000	492,900
	<b>Subtotal</b>	<b>967,448</b>	<b>1,086,500</b>	<b>992,600</b>	<b>701,000</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	21,761	11,300	0	0
	<b>Subtotal</b>	<b>21,761</b>	<b>11,300</b>	<b>0</b>	<b>0</b>
<b><u>Special   Special Programs</u></b>					
8015	Heritage Committee	700	1,000	1,000	
8308	Parking Demand Study				
8326	Historic Inventory Consultant	24,081	66,000	66,000	30,000
8327	Update Downtown Plan	36,351			
8328	Landscape & Scenic Highways	188			
8415	View Preservation	96	75,000		

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

***All  
Divisions***

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
8501	Landscape Review Consulting	45,818	30,000	30,000	30,000
8503	Document Scanning	11,741	25,000	25,000	25,000
8460	Housing Element Consultant		60,000		
8461	Safety Element Consultant		15,000		
8635	LEAN Program		20,000		
8841	Public Outreach	11,319			
8999	Business Outreach & Attraction	0	0	0	50,000
	<b>Subtotal</b>	<b>130,294</b>	<b>292,000</b>	<b>122,000</b>	<b>135,000</b>
	<b>Grand Total</b>	<b>\$5,905,825</b>	<b>\$6,796,400</b>	<b>\$6,843,300</b>	<b>\$5,965,700</b>

## Community Development Department Position Summary

*All  
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Revised Budget	Adopted Budget	Adopted Budget	Revised Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Dir of Community Development	1	1	1	\$220,700	\$226,300	\$220,700
Asst. Dir of Comm. Development*	1	1	1	170,200	174,500	173,600
Administrative Assistant	2	2	2	118,900	126,900	111,200
Associate Planner*	6	6	6	601,200	635,900	609,700
Building Inspector	3	3	3	286,500	303,500	286,500
Building Official	1	1	1	159,300	163,300	159,300
Code Enforcement Officer	2	2	2	146,500	150,200	161,200
Code Enforcement Supervisor	1	1	1	86,400	88,600	95,200
Deputy Building Official	1	1	1	131,200	134,500	131,300
Office Specialist	1	1	1	52,000	56,100	54,600
Permit Supervisor/Counter Coordinator	1	1	1	87,700	93,900	80,600
Planning Manager	1	1	1	159,300	163,300	159,300
Planning Technician	1	1	1	63,100	64,700	54,500
Principal Planner	2	2	2	212,700	223,100	201,800
Records Management Coordinator	1	1	1	67,700	69,400	67,800
Senior Planner	2	2	2	230,800	236,600	230,800
Senior Principal Planner	1	1	1	136,700	147,200	134,500
Sr. Building Inspector/Plan Checker	1	1	1	115,400	118,300	115,400
Sr. Office Specialist	1	1	1	54,600	56,000	44,600
Sr. Permit Aide	4	4	4	271,300	285,500	277,600
Zoning Administrator	1	1	1	159,300	163,300	159,300
Assignment Pay				11,100	11,200	11,200
Bilingual Pay				1,800	1,800	1,800
<i>Subtotal</i>	35	35	35	\$3,544,400	\$3,694,100	\$3,542,500
<u>Position Eliminated</u>						
Associate Planner			-1			(95,200)
Building Inspector			-1			(95,500)
<i>Subtotal</i>	0	0	-2	\$0	\$0	-\$190,700
<b>TOTAL</b>	35	35	33	\$3,544,400	\$3,694,100	\$3,351,800

\* One position funded by View Restoration Program



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

General Fund/4101

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$460,374	\$559,100	\$580,000	\$550,300
1006	Salaries, Overtime	1,753	6,300	6,300	6,300
1038	Sick Leave Payoff	2,700	2,700	2,900	2,900
1040	Vacation Payoff	6,996	7,000	7,400	7,400
1101	Retirement	93,333	122,400	132,100	129,300
1104	P.E.R.S. Unfunded Liability	12,500	9,000	9,000	0
1201	Workers' Compensation	2,004	2,200	2,400	2,400
1300	Employee Group Insurance	59,700	79,500	87,200	79,600
1318	Medicare Insurance	6,743	6,800	7,000	8,100
	<b>Subtotal</b>	<b>646,103</b>	<b>795,000</b>	<b>834,300</b>	<b>786,300</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	10,178	16,000	16,000	11,000
2024	Electricity	7,211	8,400	8,800	8,800
2027	Water	635	600	600	600
2031	Telephone	2,078	3,200	3,400	3,400
2101	Materials and Supplies	5,893	2,400	2,400	2,400
2170	General Insurance	16,596	18,200	20,000	18,400
2222	Repairs and Maint. Other	310	600	600	600
2281	Printing	207	300	300	300
2401	Contractual Services	154,314	227,900	187,400	147,900
	<b>Subtotal</b>	<b>197,422</b>	<b>277,600</b>	<b>239,500</b>	<b>193,400</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	21,547	3,300	0	0
	<b>Subtotal</b>	<b>21,547</b>	<b>3,300</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8015	Heritage Committee	700	1,000	1,000	0
8635	LEAN Program	0	20,000	0	0
8841	Public Outreach	11,319	0	0	0
8999	Business Outreach & Attraction	0	0	0	50,000
	<b>Subtotal</b>	<b>12,019</b>	<b>21,000</b>	<b>1,000</b>	<b>50,000</b>
	<b>Grand Total</b>	<b>\$877,091</b>	<b>\$1,096,900</b>	<b>\$1,074,800</b>	<b>\$1,029,700</b>

## ***Administration 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>Revised Budget</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Revised Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Dir of Community Development	1	1	1	\$220,700	\$226,300	\$220,700
Asst. Dir of Comm. Development	1	1	1	170,200	174,500	173,600
Permit Supervisor/Counter Coordinator	1	1	1	87,700	93,900	80,600
Administrative Assistant	1	1	1	71,700	76,500	66,600
Assignment Pay				8,800	8,800	8,800
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>\$559,100</b>	<b>\$580,000</b>	<b>\$550,300</b>

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

General Fund/4102

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$731,361	\$797,800	\$834,500	\$699,400
1003	Salaries, Part Time	46,543	23,600	23,600	23,600
1006	Salaries, Overtime	38,270	14,100	14,100	14,100
1038	Sick Leave Payoff	7,896	8,000	8,400	8,400
1040	Vacation Payoff	15,096	15,600	16,100	16,100
1042	Comp Time Payoffs	696	700	700	700
1101	Retirement	151,807	181,800	206,600	188,800
1103	P.A.R.S. Retirement	867	800	800	900
1104	P.E.R.S. Unfunded Liability	30,700	22,200	22,200	0
1201	Workers' Compensation	6,696	7,300	8,000	8,000
1300	Employee Group Insurance	159,204	159,200	174,400	139,300
1318	Medicare Insurance	11,798	12,300	12,600	10,500
	<b>Subtotal</b>	<b>1,200,934</b>	<b>1,243,400</b>	<b>1,322,000</b>	<b>1,109,800</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	4,381	11,500	11,500	5,800
2031	Telephone	901	1,300	1,300	1,300
2101	Materials and Supplies	6,551	6,700	6,700	6,700
2170	General Insurance	13,200	14,500	15,900	14,600
2222	Repairs and Maint. Other	0	600	600	600
2281	Printing	7,369	2,400	2,400	2,400
2401	Contractual Services	0	72,000	72,000	0
	<b>Subtotal</b>	<b>32,402</b>	<b>109,000</b>	<b>110,400</b>	<b>31,400</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	0	2,100	0	0
	<b>Subtotal</b>	<b>0</b>	<b>2,100</b>	<b>0</b>	<b>0</b>
<b><u>Special Programs</u></b>					
8326	Historic Inventory Consultant	24,081	66,000	66,000	30,000
8501	Landscape Review Consulting	45,818	30,000	30,000	30,000
	<b>Subtotal</b>	<b>69,899</b>	<b>96,000</b>	<b>96,000</b>	<b>60,000</b>
	<b>Grand Total</b>	<b>\$1,303,235</b>	<b>\$1,450,500</b>	<b>\$1,528,400</b>	<b>\$1,201,200</b>

## Zoning Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Adopted	Revised	Adopted	Adopted	Revised
	Budget	Budget	Budget	Budget	Budget	Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Zoning Administrator	1	1	1	\$159,300	\$163,300	\$159,300
Principal Planner	1	1	1	115,400	118,300	115,400
Associate Planner	4	4	4	400,600	425,200	399,900
Administrative Assistant	1	1	1	47,200	50,400	44,600
Senior Permit Aide	1	1	1	73,000	74,900	73,000
Assignment Pay				2,300	2,400	2,400
<i>Subtotal</i>	8	8	8	\$797,800	\$834,500	\$794,600
<u>Position Eliminated</u>						
Associate Planner			-1			(95,200)
<i>Subtotal</i>			-1			(95,200)
<b>TOTAL</b>	8	8	7	797,800	834,500	699,400

**Code Enforcement Division****Community Development**

General Fund/4103

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$272,431	\$288,400	\$295,700	\$301,900
1006	Salaries, Overtime	1,172	9,200	9,200	5,000
1038	Sick Leave Payoff	2,604	2,700	2,700	2,700
1040	Vacation Payoff	7,404	7,900	7,900	7,900
1101	Retirement	55,672	66,300	74,600	74,600
1104	P.E.R.S. Unfunded Liability	12,100	8,800	8,800	0
1201	Workers' Compensation	3,300	3,600	3,900	3,900
1300	Employee Group Insurance	79,596	79,600	87,200	79,600
1318	Medicare Insurance	3,970	4,400	4,500	4,500
<b>Subtotal</b>		<b>438,249</b>	<b>470,900</b>	<b>494,500</b>	<b>480,100</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	1,406	1,500	1,500	900
2031	Telephone	1,917	2,600	2,600	2,600
2051	Gas and Lubrications	449	2,500	2,500	500
2101	Materials and Supplies	5,834	5,000	5,000	5,000
2150	Rents and Leases	9,076	4,600	4,600	4,600
2170	General Insurance	3,900	4,500	5,100	4,700
2201	Repairs and Maint. Auto.	1,104	300	300	300
2222	Repairs and Maint. Other	0	800	800	800
2281	Printing	0	500	500	500
2401	Contractual Services	75,861	105,000	105,000	45,000
<b>Subtotal</b>		<b>99,547</b>	<b>127,300</b>	<b>127,900</b>	<b>64,900</b>
<b>Grand Total</b>		<b>\$537,796</b>	<b>\$598,200</b>	<b>\$622,400</b>	<b>\$545,000</b>

## Code Enforcement Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Revised Budget	Adopted Budget	Adopted Budget	Revised Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Code Enforcement Supervisor	1	1	1	\$86,400	\$88,600	\$95,200
Code Enforcement Officer	2	2	2	146,500	150,200	161,200
Senior Office Specialist	1	1	1	54,600	56,000	44,600
Bilingual Pay				900	900	900
<b>TOTAL</b>	4	4	4	\$288,400	\$295,700	\$301,900

**Building Safety Division***Community Development**General Fund/4104*

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$908,531	\$1,011,900	\$1,056,600	\$924,900
1006	Salaries, Overtime	32,194	21,700	21,700	16,000
1038	Sick Leave Payoff	10,500	10,500	10,800	10,800
1040	Vacation Payoff	30,504	30,500	31,500	31,500
1101	Retirement	193,705	234,900	266,900	248,600
1104	P.E.R.S. Unfunded Liability	41,700	30,200	30,200	
1201	Workers' Compensation	14,196	15,600	17,100	17,100
1300	Employee Group Insurance	218,904	218,900	239,800	199,000
1318	Medicare Insurance	13,867	14,900	15,600	13,600
	<b>Subtotal</b>	<b>1,464,101</b>	<b>1,589,100</b>	<b>1,690,200</b>	<b>1,461,500</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	5,925	9,700	6,700	5,200
2024	Electricity	3,391	4,200	4,200	4,200
2027	Water	299	400	400	400
2031	Telephone	6,542	10,900	10,900	10,900
2051	Gas and Lubrications	3,278	7,700	7,700	3,700
2101	Materials and Supplies	17,541	5,900	5,300	5,300
2150	Rents and Leases	18,600	22,100	22,100	22,100
2170	General Insurance	16,800	18,400	20,200	18,500
2201	Repairs and Maint. Auto.	6,071	1,900	1,900	1,900
2222	Repairs and Maint. Other	637	1,000	1,000	1,000
2281	Printing	1,521	2,500	2,500	2,500
2401	Contractual Services	448,884	392,600	335,600	285,000
	<b>Subtotal</b>	<b>529,489</b>	<b>477,300</b>	<b>418,500</b>	<b>360,700</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	214			
	<b>Subtotal</b>	<b>214</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Special Programs</u></b>					
8503	Document Scanning	11,741	25,000	25,000	25,000
	<b>Subtotal</b>	<b>11,741</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
	<b>Grand Total</b>	<b>\$2,005,545</b>	<b>\$2,091,400</b>	<b>\$2,133,700</b>	<b>\$1,847,200</b>

## Building Safety Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Adopted	Revised	Adopted	Adopted	Revised
	Budget	Budget	Budget	Budget	Budget	Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Building Official	1	1	1	\$159,300	\$163,300	\$159,300
Deputy Building Official	1	1	1	131,200	134,500	131,300
Sr. Building Insp/Plan Checker	1	1	1	115,400	118,300	115,400
Building Inspector	3	3	3	286,500	303,500	286,500
Senior Permit Aide	3	3	3	198,300	210,600	204,600
Records Management Coordinator	1	1	1	67,700	69,400	67,800
Office Specialist	1	1	1	52,000	56,100	54,600
Bilingual Pay				900	900	900
<i>Subtotal</i>	11	11	11	\$1,011,300	\$1,056,600	\$1,020,400
<u>Position Eliminated</u>						
Building Inspector			-1			(95,500)
<i>Subtotal</i>			-1			(95,500)
<b>TOTAL</b>	11	11	10	1,011,300	1,056,600	924,900



**Planning Division**

*Community Development*  
*General Fund/4106*

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$643,370	\$887,800	\$927,300	\$875,300
1003	Salaries, Part Time	54,564	19,500	19,500	19,500
1006	Salaries, Overtime	30,699	12,700	12,700	12,000
1038	Sick Leave Payoff	6,000	6,000	6,000	6,000
1040	Vacation Payoff	3,600	3,600	3,600	3,600
1101	Retirement	133,628	179,600	203,400	196,600
1103	P.A.R.S. Retirement	2,050	700	700	700
1104	P.E.R.S. Unfunded Liability	28,200	20,400	20,400	0
1201	Workers' Compensation	4,896	5,300	5,800	5,800
1300	Employee Group Insurance	119,400	159,200	174,400	159,200
1318	Medicare Insurance	10,526	13,400	13,900	13,300
	<b>Subtotal</b>	<b>1,036,933</b>	<b>1,308,200</b>	<b>1,387,700</b>	<b>1,292,000</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	3,938	8,700	8,700	4,700
2031	Telephone	1,233	1,700	1,700	1,700
2101	Materials and Supplies	15,312	10,200	10,200	8,400
2150	Rents and Leases	4,500	4,600	4,600	4,600
2170	General Insurance	9,696	10,600	11,600	10,700
2222	Repairs and Maint. Other	0	1,000	1,000	500
2281	Printing	4,478	5,500	5,500	5,000
2401	Contractual Services	69,434	53,000	53,000	15,000
	<b>Subtotal</b>	<b>108,591</b>	<b>95,300</b>	<b>96,300</b>	<b>50,600</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	0	5,900	0	0
	<b>Subtotal</b>	<b>0</b>	<b>5,900</b>	<b>0</b>	<b>0</b>
<b><u>Special Programs</u></b>					
8308	Parking Demand Study				
8327	Update Downtown Plan	36,351			
8328	Landscape & Scenic Highways	188			
8415	Histroic Preservation Ordinance	96	75,000		
8460	Housing Element Consultant		60,000		
8461	Safety Element Consultant		15,000		
	<b>Subtotal</b>	<b>36,635</b>	<b>150,000</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$1,182,159</b>	<b>\$1,559,400</b>	<b>\$1,484,000</b>	<b>\$1,342,600</b>

## ***Planning Division Position Summary***

<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>Revised</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Revised</b>
	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>
	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2020-21</b>
Planning Manager	1	1	1	\$159,300	\$163,300	\$159,300
Senior Principal Planner	1	1	1	\$136,700	147,200	134,500
Principal Planner	1	1	1	97,300	104,800	86,400
Senior Planner	2	2	2	230,800	236,600	230,800
Associate Planner*	2	2	2	200,600	210,700	209,800
Planning Technician	1	1	1	63,100	64,700	54,500
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>\$887,800</b>	<b>\$927,300</b>	<b>\$875,300</b>

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

# Cultural Arts Department

The Cultural Arts Department is organized into two divisions: the Arts Commission and the Laguna Beach Tourism Marketing 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 that include Music in the Park, Sunset Serenades, Temporary Art Installations, exhibits, Artist Review Panel 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.

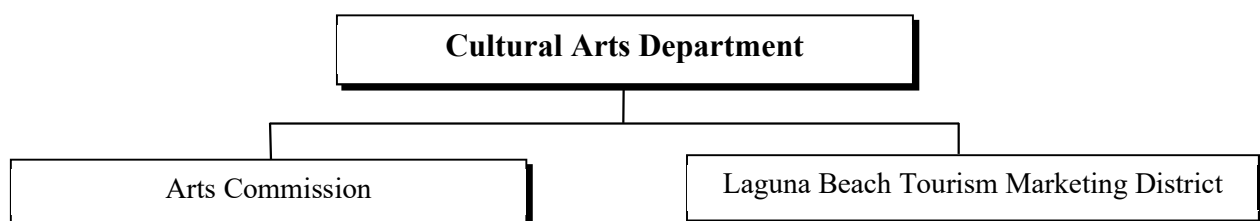
**Laguna Beach Tourism Marketing District (LBTMD)** - The LBTMD was established in 2020 to fund activities that promote tourism and related tourist events. The funds are generated from a 2% assessment on hotel room receipts. One half is allocated to Visit Laguna Beach and the other half is distributed 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

**Budget Reductions:** As a result of the revenue losses due to the Covid-19 pandemic and impending recession, the Cultural Arts Department made the following reductions: eliminated the vacant part-time arts program coordinator and reduced training, travel, and dues.

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

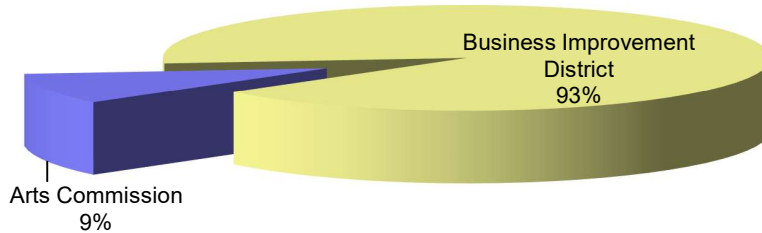
<i>MAJOR CATEGORY OF EXPENDITURE FY 2020-21 Adopted</i>					Division
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$290,800	\$7,200		2,857,000		\$298,000
					\$2,857,000
<b>\$290,800</b>	<b>\$7,200</b>	<b>\$0</b>	<b>\$2,857,000</b>	<b>\$0</b>	<b>\$3,155,000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

### Division

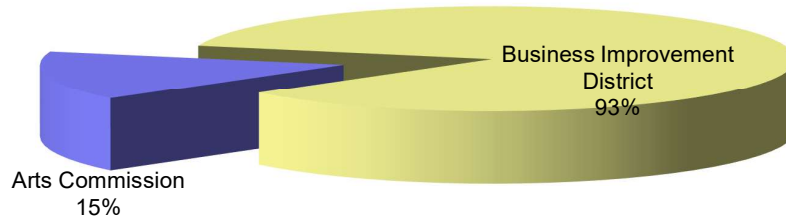
Arts Commission  
Business Improvement  
Department Total

<i>MAJOR CATEGORY OF EXPENDITURE FY 2020-21 Revised</i>					Division
Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
\$258,800	\$5,400		1,474,000		\$264,200
					\$1,474,000
<b>\$258,800</b>	<b>\$5,400</b>	<b>\$0</b>	<b>\$1,474,000</b>	<b>\$0</b>	<b>\$1,738,200</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 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$102,624	\$168,200	\$172,500	\$168,200
1003	Salaries, Part Time	39,881	39,900	28,600	11,500
1006	Salaries, Overtime	222	0	0	0
1038	Sick Leave Payoff	996	1,000	1,000	1,000
1040	Vacation Payoff	996	900	1,000	1,000
1101	Retirement	20,589	30,300	35,800	33,500
1103	P.A.R.S. Retirement	1,582	1,300	1,300	400
1104	P.E.R.S. Unfunded Liability	4,600	3,300	3,300	0
1201	Workers' Compensation	804	800	800	800
1300	Employee Group Insurance	19,896	39,800	43,600	39,800
1318	Medicare Insurance	2,195	2,700	2,900	2,600
	<b>Subtotal</b>	<b>194,385</b>	<b>288,200</b>	<b>290,800</b>	<b>258,800</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	2,555	2,400	2,200	500
2031	Telephone	14	100	100	100
2101	Materials and Supplies	2,852	3,200	3,200	3,200
2170	General Insurance	1,704	1,700	1,700	1,600
	<b>Subtotal</b>	<b>7,125</b>	<b>7,400</b>	<b>7,200</b>	<b>5,400</b>
<b><u>Special Programs</u></b>					
	BID Programs	2,431,568	2,719,000	2,857,000	1,474,000
	<b>Subtotal</b>	<b>2,431,568</b>	<b>2,719,000</b>	<b>2,857,000</b>	<b>1,474,000</b>
	<b>Grand Total</b>	<b>\$2,633,078</b>	<b>\$3,014,600</b>	<b>\$3,155,000</b>	<b>\$1,738,200</b>

## Cultural Arts Department Position Summary

*All  
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Adopted Budget	Revised Budget	Adopted Budget	Adopted Budget	Revised Budget
	2019-20	2020-21	2020-21	2019-20	2020-21	2020-21
Cultural Arts Manager	1	1	1	\$104,900	\$107,600	\$104,900
Arts Program Coordinator	1	1	1	63,300	64,900	63,300
Parttime Arts Coordinator <sup>(1)</sup>	0.5	0.5	0.5	17,100	17,100	17,100
<i>Subtotal</i>	2	2.5	3	\$185,300	\$189,600	\$185,300
<u>Position Reduction</u>						
Parttime Arts Coordinator <sup>(1)</sup>			-0.050			(17,100)
<i>Subtotal</i>			-0.05			(17,100)
<b>TOTAL</b>	2.00	2.50	2.45	185,300	189,600	168,200

*(1) Position funded through Part Time Salaries.*

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

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$102,624	\$168,200	\$172,500	\$168,200
1003	Salaries, Part Time	39,881	39,900	28,600	11,500
1006	Salaries, Overtime	222			0
1038	New Sick Leave Payoff	996	1,000	1,000	1,000
1040	Vacation Payoff	996	900	1,000	1,000
1101	Retirement	20,590	30,300	35,800	33,500
1103	P.A.R.S. Retirement	1,582	1,300	1,300	400
1104	P.E.R.S. Unfunded Liability	4,600	3,300	3,300	0
1201	Workers' Compensation	804	800	800	800
1300	Employee Group Insurance	19,896	39,800	43,600	39,800
1318	Medicare Insurance	2,177	2,700	2,900	2,600
	<b>Subtotal</b>	<b>194,368</b>	<b>288,200</b>	<b>290,800</b>	<b>258,800</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	2,555	2,400	2,200	500
2031	Telephone	14	100	100	100
2101	Materials and Supplies	2,852	3,200	3,200	3,200
2170	General Insurance	1,704	1,700	1,700	1,600
	<b>Subtotal</b>	<b>7,125</b>	<b>7,400</b>	<b>7,200</b>	<b>5,400</b>
<b><u>Special Programs*</u></b>					
8050	World Trade Center Donation	42,580			
8716	Feasibility Study	22,050			
8959	Village Entrance Art in Public	15,000			
	<b>Subtotal</b>	<b>79,630</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$281,123</b>	<b>\$295,600</b>	<b>\$298,000</b>	<b>\$264,200</b>

\* Funded by the Art in Lieu Fund.

# ***Business Improvement District***

## ***Cultural Arts General Fund/5202***

Account		Actual	Adopted	Adopted	Revised
No.	Account Title	Expenditures	Budget	Budget	Budget
		2018-19	2019-20	2020-21	2020-21
8012	Laguna Beach Visitor's Bureau	\$1,201,331	\$1,359,000	\$1,427,000	\$737,000
8041	Laguna Art Museum	240,266	272,000	286,000	147,400
8200	Laguna Moulton Playhouse	240,266	272,000	286,000	147,400
8201	Laguna College of Art and Design	240,266	272,000	286,000	147,400
8004	Arts Commission Special Programs	240,266	272,000	286,000	147,400
8203	Cultural Arts Funding	240,266	272,000	286,000	147,400
<b>Subtotal</b>		<b>\$2,402,661</b>	<b>\$2,719,000</b>	<b>\$2,857,000</b>	<b>\$1,474,000</b>

<b>Allocations of Funds Detail*</b>				
Description	As of July 1, 2018	As of July 1, 2019	Adopted As of July 1, 2020	Revised As of July 1, 2020
<b>8004 Arts Commission Special Programs:</b>				
Banner/Palette Competitions	22,000	28,800	13,450	13,450
City Hall Exhibitions	16,000	11,375	9,500	9,500
Cultural Arts Facilities	50,000	36,175	20,000	20,000
Cultural Arts Info Publications	14,000	10,500	9,000	9,000
Digital Research and Marketing	5,000	5,000	5,000	5,000
Laguna Beach Poet Laureate	15,000	15,000	15,000	15,000
Performing Arts	47,000	57,650	54,750	54,750
Professional Speakers Series	10,000	10,500	0	0
Restoration of Public Art	25,000	25,000	25,000	25,000
Rotating Sculpture Program	26,000	40,000	58,300	58,300
Subtotal	230,000	240,000	210,000	210,000
<b>8203 Cultural Arts Funding (to be determined):</b>				
Subtotal	272,000	272,000	286,000	147,400
<b>Grand Total</b>	<b>\$502,000</b>	<b>\$512,000</b>	<b>\$496,000</b>	<b>\$357,400</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 2018-19.				



## **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 that 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 higher cost items, such as the purchase of a fire engine 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	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Salaries and Wages</u></b>					
1040	Vacation Leave Payoffs	\$656,978	\$595,600	\$593,900	\$593,900
1041	Sick Leave Payoffs	213,477	290,900	293,600	293,600
1042	Compensatory Time Payoffs	61,083	24,000	24,000	24,000
1201	Workers Comp. Insurance	1,249,335	1,402,000	1,455,300	1,455,300
1303	Health Insurance	5,726,080	6,179,800	6,900,500	6,800,000
1306	Dental Insurance	359,064	449,100	467,300	467,300
1309	Life Insurance	29,113	49,000	49,000	49,000
1310	Retiree Health Savings	322,982	340,000	340,000	340,000
1313	Long Term Disability Insurance	54,116	50,000	50,000	5,000
1316	Unemployment Insurance	5,330	45,500	45,500	45,500
1318	Medicare Insurance	11,071	20,000	20,000	20,000
<b>Subtotal</b>		<b>8,688,629</b>	<b>9,445,900</b>	<b>10,239,100</b>	<b>10,093,600</b>
<b><u>Maintenance and Operations</u></b>					
2170	General Insurance	2,848,883	1,402,000	1,455,300	2,455,300
<b>Subtotal</b>		<b>2,848,883</b>	<b>1,402,000</b>	<b>1,455,300</b>	<b>2,455,300</b>
<b>Grand Total</b>		<b>\$11,537,512</b>	<b>\$10,847,900</b>	<b>\$11,694,400</b>	<b>\$12,548,900</b>

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

Division No.	Description	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Police Department:</u></b>					
2101	Motorcycle		\$35,000		
2102	SUVs: Ford Police Interceptor Utility (3)			141,000	141,000
2201	Animal Services Truck		38,000		
3501	Parking Services Vehicle			38,000	38,000
	<b>Subtotal</b>	0	73,000	179,000	179,000
<b><u>Marine Safety:</u></b>					
2601	Trucks: Toyota Tundras (2)			144,000	144,000
	<b>Subtotal</b>	0	0	144,000	144,000
<b><u>Public Works Department:</u></b>					
3104	Trucks: Ford F350 (2)			100,000	100,000
	<b>Subtotal</b>	0	0	100,000	100,000
	<b>Grand Total</b>	\$0	\$73,000	\$423,000	\$423,000

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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 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$27,730,210	\$31,044,700	\$32,662,600	\$30,673,400
1003	Salaries, Part Time	3,668,776	4,081,200	4,123,800	3,102,700
1004	Tidepool, Part Time	8,181	12,500	12,500	6,200
1006	Salaries, Overtime	3,225,535	2,913,100	2,924,800	2,603,700
1007	Salaries, Overtime-Mutual Aid	399,444	250,000	250,000	250,000
1009	Salaries, Redistributed		(84,200)	(90,800)	(110,800)
1038	Sick Leave Payoff	270,083	290,900	293,600	293,600
1040	Vacation Payoff	566,159	595,600	593,900	593,900
1042	Comp Time Payoffs	22,308	24,000	24,000	24,000
1053	Holiday Allowance	257,285	143,500	143,500	143,500
1059	Residency Incentive	31,176	30,000	30,000	30,000
1101	PERS Retirement Cost	7,192,119	8,967,900	9,574,000	9,575,900
1102	PERS, Side Fund	857,100	857,100	857,100	857,100
1103	P.A.R.S. Retirement	149,607	134,400	135,000	119,900
1104	PERS Unfunded Liability	1,133,199	1,000,000	1,000,000	
1106	Pension Expense	521,644			
1201	Workers' Compensation	1,298,400	1,364,400	1,411,600	1,411,400
1300	Employee Group Insurance	5,582,088	5,795,300	6,287,300	5,701,300
1318	Medicare Insurance	493,761	541,600	554,100	535,100
	<b>Subtotal</b>	<b>53,407,075</b>	<b>57,962,000</b>	<b>60,787,000</b>	<b>55,810,900</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	243,410	289,300	294,200	281,400
2011	Training, Travel and Dues	317,261	416,900	416,000	311,000
2021	Natural Gas	56,712	56,800	56,900	56,900
2024	Electricity	618,616	566,500	581,800	581,700
2027	Water	336,317	323,700	326,000	326,000
2031	Telephone	216,679	297,900	302,900	282,900
2051	Gas and Lubrications	504,102	675,200	682,500	485,900
2101	Materials & Supplies	1,203,857	1,191,000	1,193,700	1,078,000
2102	Materials & Supplies: Odor Control	0	81,500	81,500	85,000
2110	Paramedic Medical Supplies	49,768	57,200	58,900	58,900
2150	Rents and Leases	1,967,436	2,493,600	2,512,700	2,482,900
2170	General Insurance	1,386,312	1,588,300	1,640,500	1,730,200
2201	Repairs and Maint. Auto	687,327	751,200	754,200	593,400
2222	Repairs and Maint. Other	429,403	679,100	686,100	647,200
2281	Printing	112,061	183,900	186,900	150,200
2302	Legal Advertising	20,357	29,000	29,000	27,000
2401	Contractual Services	9,448,053	9,086,100	9,207,900	8,031,000
2402	Contractual SOCWA Operations	2,477,881	2,500,000	2,500,000	2,500,000
2405	Legal Fees	683,893			
2432	Postage	69,463	71,400	73,400	71,400

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

## Fund Detail

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
2508	Vehicle Cost Redistribution	(174,434)	(90,000)	(90,000)	(90,000)
2521	Loan Principal & Interest	205,590	841,000	1,428,000	1,130,000
2522	Loan Administration Fees	8,157	35,000	35,000	35,000
2732	Depreciation Expense	1,704,816			
2809	Cultural Arts	5,001			
2940	Cross Cultural Task Force	55,000	30,000	30,000	30,000
	Arts Commission Programs	185,186			
	Community Assistance	233,092	264,800	264,800	268,500
	<b>Subtotal</b>	<b>23,051,319</b>	<b>22,419,400</b>	<b>23,252,900</b>	<b>21,154,500</b>
<b>Capital Outlay</b>					
5305	Improv.Other Than Buildings	28,372			
5408	Office Furniture & Equipment	310,347	472,400	509,900	502,600
5510	Automotive Equipment		35,000		
5622	Other Equipment	346,987	419,400	362,700	120,000
	<b>Subtotal</b>	<b>685,705</b>	<b>926,800</b>	<b>872,600</b>	<b>622,600</b>
<b>Special Programs</b>					
8000s	Special Programs	5,607,353	5,992,400	5,736,900	4,740,100
	<b>Subtotal</b>	<b>5,607,353</b>	<b>5,992,400</b>	<b>5,736,900</b>	<b>4,740,100</b>
<b>Capital Improvements</b>					
9000s	Capital Improvement Projects	12,345,950	16,458,000	17,946,000	13,270,000
	<b>Subtotal</b>	<b>12,345,950</b>	<b>16,458,000</b>	<b>17,946,000</b>	<b>13,270,000</b>
	<b>Grand Total</b>	<b>\$95,097,402</b>	<b>\$103,758,600</b>	<b>\$108,595,400</b>	<b>\$95,598,100</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		Actual	Adopted	Adopted	Revised
No.	Account Title	Expenditures	Budget	Budget	Budget
		2018-19	2019-20	2020-21	2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$25,016,906	\$28,041,300	\$29,516,800	\$27,865,500
1003	Salaries, Part Time	2,291,915	2,344,900	2,384,000	1,962,700
1004	Tidepool, Part Time	8,181	12,500	12,500	6,200
1006	Salaries, Overtime	2,805,400	2,478,100	2,478,600	2,259,400
1007	Salaries, Overtime-Mutual Aid	399,444	250,000	250,000	250,000
1009	Salaries, Redistributed	(733,884)	(836,000)	(842,600)	(766,200)
1038	Sick Leave Payoff	228,888	252,200	254,900	254,900
1040	Vacation Payoff	533,220	559,700	558,000	558,000
1042	Comp Time Payoffs	23,808	24,000	24,000	24,000
1053	Holiday Allowance	247,133	140,000	140,000	140,000
1059	Residency Incentive	31,176	30,000	30,000	30,000
1101	PERS Retirement Cost	7,021,835	8,269,500	8,973,700	8,870,500
1102	PERS, Side Fund	857,100	857,100	857,100	857,100
1103	P.A.R.S. Retirement	91,831	81,300	82,500	77,200
1104	PERS Unfunded Liability	1,123,899	966,300	966,300	0
1201	Workers' Compensation	1,249,104	1,311,300	1,354,500	1,354,300
1300	Employee Group Insurance	4,847,088	5,080,200	5,502,900	5,065,800
1318	Medicare Insurance	428,397	470,700	483,200	474,800
	<b>Subtotal</b>	<b>46,471,440</b>	<b>50,333,100</b>	<b>53,026,400</b>	<b>49,284,200</b>

## Maintenance and Operations

2001	Uniforms and Laundry	217,454	261,500	266,400	260,400
2011	Training, Travel and Dues	297,208	377,000	375,200	280,700
2021	Natural Gas	52,537	52,700	52,700	52,700
2024	Electricity	233,266	263,900	269,100	269,100
2027	Water	319,744	304,000	306,300	306,300
2031	Telephone	200,783	277,200	282,200	262,200
2051	Gas and Lubricants	274,290	348,400	348,600	285,200
2101	Materials and Supplies	990,129	929,900	932,400	869,600
2110	Paramedic Medical Supplies	49,768	57,200	58,900	58,900
2150	Rents and Leases	1,560,532	1,645,600	1,664,700	1,663,900
2170	General Insurance	1,081,800	1,131,800	1,181,800	1,083,300
2201	Repairs and Maint. Auto	440,602	406,900	409,900	379,600
2222	Repairs and Maint. Other	374,343	464,200	471,200	439,000
2281	Printing	94,045	123,400	126,400	106,900
2302	Legal Advertising	20,357	29,000	29,000	27,000
2401	Contractual Services	7,001,142	7,429,900	7,534,200	6,456,000



# General Fund Summary

## Fund Detail

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
2432	Postage	69,219	70,900	72,900	68,900
2508	Vehicle Cost Redistribution	(174,434)	(90,000)	(90,000)	(90,000)
2804	Costs Redistributed	(629,100)	(713,600)	(713,600)	(666,200)
2940	Cross Cultural Task Force	30,000	30,000	30,000	30,000
2900	Community Assistance	258,091	264,800	264,800	267,200
	<b>Subtotal</b>	<b>12,761,777</b>	<b>13,664,700</b>	<b>13,873,100</b>	<b>12,410,700</b>
<b>Capital Outlay</b>					
5305	Improv. Other Than Buildings	28,372	0	0	0
5408	Office Furniture & Equipment	305,277	440,600	507,300	500,000
5510	Automotive	0	35,000	0	0
5622	Other Equipment	333,983	314,400	242,700	0
	<b>Subtotal</b>	<b>667,632</b>	<b>790,000</b>	<b>750,000</b>	<b>500,000</b>
<b>Special Programs</b>					
8000+	Special Programs	4,722,709	5,200,400	4,834,900	3,610,400
	<b>Subtotal</b>	<b>4,722,709</b>	<b>5,200,400</b>	<b>4,834,900</b>	<b>3,610,400</b>
	<b>Grand Total</b>	<b>\$64,623,558</b>	<b>\$69,988,200</b>	<b>\$72,484,400</b>	<b>\$65,805,300</b>

# Measure LL Fund Summary

## Fund Detail

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$608,190	\$635,800	\$643,600	\$677,200
1003	Salaries, Part Time	74,413	105,400	105,400	105,400
1006	Salaries, Overtime	151,603	251,700	251,700	251,700
1009	Salaries, Redistributed	(22,632)	(22,600)	(22,600)	(22,600)
1038	Sick Leave Payoff	3,984	3,100	3,100	3,100
1040	Vacation Payoff	3,884	4,100	4,100	4,100
1053	Holiday Allowance	4,170	0	0	0
1101	PERS Retirement Cost	77,011	90,800	97,200	97,400
1103	P.A.R.S. Retirement	2,947	700	700	4,000
1201	Workers' Compensation	8,400	9,100	9,800	9,800
1300	Employee Group Insurance	139,296	139,300	152,600	139,300
1318	Medicare Insurance	12,076	14,100	14,300	15,000
<b>Subtotal</b>		<b>1,063,344</b>	<b>1,231,500</b>	<b>1,259,900</b>	<b>1,284,400</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	6,656	3,900	3,900	2,800
2011	Training, Travel and Dues	718	8,500	7,000	6,500
2031	Telephone	981	1,200	1,200	1,200
2051	Gas and Lubrications	5,069	2,200	2,200	5,200
2150	Rents and Leases	6,696	6,700	6,700	6,700
2170	General Insurance	6,300	6,900	7,500	7,500
2222	Repairs and Maint. Other	0	3,000	3,000	3,000
2401	Contractual Services	208,183	224,200	224,200	197,600
<b>Subtotal</b>		<b>234,602</b>	<b>256,600</b>	<b>255,700</b>	<b>230,500</b>
<b><u>Capital Outlay</u></b>					
5622	Other Equipment			120,000	120,000
<b>Subtotal</b>		<b>0</b>	<b>0</b>	<b>120,000</b>	<b>120,000</b>
<b><u>Special Programs</u></b>					
8000s	Special Programs	34,763			
<b>Subtotal</b>		<b>34,763</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Capital Improvements</u></b>					
	Capital Improvement Projects	1,000,000	1,000,000	1,000,000	
<b>Subtotal</b>		<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>0</b>
<b>Grand Total</b>		<b>\$2,332,709</b>	<b>\$2,488,100</b>	<b>\$2,635,600</b>	<b>\$1,634,900</b>

## Measure LL Position Summary

<u>Position Title</u>	<i>No. of Positions</i>		<i>Salaries</i>	
	Adopted	Revised	Adopted	Revised
	Budget	Budget	Budget	Budget
	2020-21	2020-21	2020-21	2020-21
Beach Patrol Officer	2	2	\$97,100	\$108,900
Community Outreach Officer	1	1	111,500	111,500
Fire Marshal	1	1	128,400	131,300
Marine Safety Officer	2	2	162,800	178,200
Maint Lead Worker	1	1	77,000	78,700
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>\$645,400</b>	<b>\$677,200</b>

# Parking Authority Fund Summary

## Fund Detail

Account No.	Account Title	Actual Expenditures 2018-19	Adopted Budget 2019-20	Adopted Budget 2020-21	Revised Budget 2020-21
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$863,094	\$997,200	\$1,016,900	\$704,600
1003	Salaries, Part Time	85,939	163,300	146,600	90,600
1006	Salaries, Overtime	26,875	24,000	35,100	16,000
1009	Salaries, Redistributed	3,804	4,600	4,600	(12,700)
1038	Sick Leave Payoff	8,700	8,900	8,900	8,900
1040	Vacation Payoff	8,004	8,100	8,100	8,100
1053	Holiday Allowance	5,982	3,500	3,500	3,500
1101	PERS Retirement Cost	226,126	275,900	286,300	262,100
1103	P.A.R.S. Retirement	3,223	5,600	4,900	3,400
1104	PERS Unfunded Liability	9,300	33,700	33,700	0
1201	Workers' Compensation	10,200	11,000	11,900	11,900
1300	Employee Group Insurance	278,604	258,700	283,400	179,100
1318	Medicare Insurance	14,088	18,200	17,200	12,100
	<b>Subtotal</b>	<b>1,543,938</b>	<b>1,812,700</b>	<b>1,861,100</b>	<b>1,287,600</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	3,867	5,000	5,000	4,300
2011	Training, Travel and Dues	5,221	3,500	5,900	1,700
2024	Electricity	19,057	19,000	19,000	19,000
2027	Water	4,409	4,500	4,500	4,500
2031	Telephone	5,750	6,000	6,000	6,000
2051	Gas and Lubrications	11,865	16,600	16,600	11,500
2101	Materials and Supplies	114,728	104,500	105,500	100,500
2150	Rents and Leases	116,408	160,800	160,800	131,800
2170	General Insurance	16,308	17,000	18,300	18,300
2201	Repairs and Maint. Auto	9,186	11,500	11,500	11,500
2222	Repairs and Maint. Other	5,525	31,900	31,900	28,900
2281	Printing	9,922	31,000	31,000	24,300
2401	Contractual Services	1,857,456	1,014,600	1,002,100	966,800
2432	Postage	0			2,000
2804	Costs Redistributed	192,396	203,000	203,000	243,600
	<b>Subtotal</b>	<b>2,372,098</b>	<b>1,628,900</b>	<b>1,621,100</b>	<b>1,574,700</b>
<b><u>Capital Outlay</u></b>					
5622	Other Equipment	7,320	0	0	0
	<b>Subtotal</b>	<b>7,320</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Special Programs</u></b>					
8000s	Special Programs	482,148	441,000	441,000	135,000
	<b>Subtotal</b>	<b>482,148</b>	<b>441,000</b>	<b>441,000</b>	<b>135,000</b>

# Parking Authority Fund Summary

## *Fund Detail*

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Capital Improvements</u></b>					
9000s	Capital Improvement Projects	6,087,047	0	0	0
	Subtotal	6,087,047	0	0	0
	Grand Total	<b>\$10,492,550</b>	<b>\$3,882,600</b>	<b>\$3,923,200</b>	<b>\$2,997,300</b>

# Wastewater Fund Summary

## Fund Detail

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,024,484	\$1,168,100	\$1,262,900	\$1,234,000
1003	Salaries, Part Time	-	65,700	65,700	65,700
1006	Salaries, Overtime	55,673	(5,000)	(5,000)	(6,700)
1009	Salaries, Redistributed	(5,100)	22,500	22,500	22,500
1038	Sick Leave Payoff	27,784	20,000	20,000	20,000
1040	Vacation Payoff	20,519	0	0	0
1042	Comp Time	(883)	0	0	0
1101	Retirement	(95,977)	282,700	301,600	299,000
1106	Pension Expense	409,397	0	0	0
1107	OPEB Pension Expense	8,162	0	0	0
1201	Workers' Compensation	17,604	19,300	21,200	21,200
1300	Employee Group Insurance	257,400	257,400	283,000	257,400
1318	Medicare Insurance	15,678	16,700	17,500	16,700
	<b>Subtotal</b>	<b>1,734,741</b>	<b>1,847,400</b>	<b>1,989,400</b>	<b>1,929,800</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	7,229	7,900	7,900	7,900
2011	Training, Travel and Dues	12,306	19,600	19,600	19,600
2021	Natural Gas	2,237	2,600	2,600	2,600
2024	Electricity	155,621	178,000	178,000	178,000
2027	Water	7,128	8,500	8,500	8,500
2031	Telephone	7,520	11,100	11,100	11,100
2051	Gas and Lubrications	23,940	23,700	23,700	23,700
2101	Materials and Supplies	54,264	136,900	51,900	51,900
2102	Collection System - Odor Control	0	0	85,000	85,000
2150	Rents and Leases	154,704	190,400	190,400	190,400
2170	General Insurance	249,408	399,400	421,400	587,600
2201	Repairs and Maint. Auto.	25,956	24,800	24,800	24,800
2222	Repairs and Maint. Other	49,007	87,800	87,800	87,800
2281	Printing	0	1,500	1,500	1,500
2401	Contractual Services	198,757	146,000	176,000	193,800
2402	Contractual SOCWA Operation	2,477,881	2,500,000	2,500,000	2,500,000
2405	Legal Fees	665,770	0	0	0
2432	Postage	245	500	500	500
2521	State Loan Principal & Interest	205,590	797,000	1,352,000	1,130,000
2522	Loan Administration Fees	8,157	35,000	35,000	35,000
2804	Costs Redistributed	226,704	277,600	277,600	229,200
2732	Depreciation	1,704,816			
	<b>Subtotal</b>	<b>6,237,240</b>	<b>4,848,300</b>	<b>5,455,300</b>	<b>5,368,900</b>

# Wastewater Fund Summary

## *Fund Detail*

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	1,710	7,800	2,600	2,600
5622	Other Equipment	5,684	105,000		
	<b>Subtotal</b>	<b>7,394</b>	<b>112,800</b>	<b>2,600</b>	<b>2,600</b>
<b><u>Special Programs</u></b>					
	Special Programs	39,192	174,000	214,000	114,000
	<b>Subtotal</b>	<b>39,192</b>	<b>174,000</b>	<b>214,000</b>	<b>114,000</b>
<b><u>Capital Improvements</u></b>					
	Capital Improvement Projects	135,936	6,848,000	7,266,000	5,880,000
	<b>Subtotal</b>	<b>135,936</b>	<b>6,848,000</b>	<b>7,266,000</b>	<b>5,880,000</b>
	<b>Grand Total</b>	<b>\$8,154,503</b>	<b>\$13,830,500</b>	<b>\$14,927,300</b>	<b>\$13,295,300</b>

# Transit Fund Summary

## Fund Detail

Account		Actual	Adopted	Adopted	Revised
		Expenditures	Budget	Budget	Budget
No.	Account Title	2018-19	2019-20	2020-21	2020-21
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$217,535	\$227,400	\$237,100	\$192,100
1003	Salaries, Part Time	1,216,509	1,467,600	1,471,100	944,000
1006	Salaries, Overtime	185,984	93,600	93,700	10,900
1009	Salaries, Redistributed	354,012	358,700	358,700	266,300
1038	Sick Leave Payoff	727	4,200	4,200	4,200
1040	Vacation Payoff	432	3,700	3,700	3,700
1101	PERS Retirement Cost	(36,874)	49,000	51,300	46,900
1103	P.A.R.S. Retirement	51,607	46,700	46,800	35,300
1106	Pension Expense	102,349	0	0	0
1107	OPEB Pension Expense	1,737	0	0	0
1201	Workers' Compensation	13,092	13,700	14,200	14,200
1300	Employee Group Insurance	59,700	59,700	65,400	59,700
1318	Medicare Insurance	23,504	21,900	21,900	16,500
<b>Subtotal</b>		<b>2,190,314</b>	<b>2,346,200</b>	<b>2,368,100</b>	<b>1,593,800</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	8,204	11,000	11,000	6,000
2011	Training, Travel and Dues	1,809	7,400	7,400	2,500
2021	Natural Gas	1,938	1,500	1,600	1,600
2024	Electricity	8,917	8,800	9,200	9,200
2027	Water	5,036	6,700	6,700	6,700
2031	Telephone	1,647	2,400	2,400	2,400
2051	Gas and Lubrications	188,939	284,300	291,400	160,300
2101	Materials and Supplies	44,713	98,200	97,400	53,000
2150	Rents and Leases	129,096	490,100	490,100	490,100
2170	General Insurance	32,496	33,200	33,500	33,500
2201	Repairs and Maint. Auto	211,583	308,000	308,000	177,500
2222	Repairs and Maint. Other	528	7,200	7,200	3,500
2281	Printing	8,094	28,000	28,000	17,500
2401	Contractual Services	160,273	199,400	199,400	122,800
2804	Costs Redistributed	210,000	233,000	233,000	193,400
<b>Subtotal</b>		<b>1,013,273</b>	<b>1,719,200</b>	<b>1,726,300</b>	<b>1,280,000</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	1,600	24,000	0	0
<b>Subtotal</b>		<b>1,600</b>	<b>24,000</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
Special Programs		78,000	127,000	117,000	110,000
<b>Subtotal</b>		<b>78,000</b>	<b>127,000</b>	<b>117,000</b>	<b>110,000</b>
<b>Grand Total</b>		<b>\$3,283,187</b>	<b>\$4,216,400</b>	<b>\$4,211,400</b>	<b>\$2,983,800</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

<b>Capital Improvement Fund</b>	<b>Adopted</b>	<b>Revised</b>
<b>Description (Phase)</b>		
1 Caltrans Project 2 Additional Upgrades (Design/Construction)	\$ 300,000	\$ 300,000
2 <b>Anita Street Beach Access Improvements (Design, Supplemental)</b>	<b>\$ 1,450,000</b>	<b>\$ 150,000</b>
3 <b>Jasmine Street Storm Drain Improvements (Construction , Supplemental)</b>	<b>\$ 500,000</b>	<b>\$ 1,000,000</b>
4 870 Baja Street Retaining Wall Replacement (Construction, Supplemental)	\$ 150,000	\$ 150,000
5 Ramona Alley Decorative Paving Replacement (Construction, Supplemental)	\$ 180,000	\$ 180,000
6 Bolsa Way to St. Ann's Drive Storm Drain Extension (Construction)	\$ 930,000	\$ 930,000
7 <b>862 Summit Drive Slope Repair (Construction)</b>	<b>\$ 640,000</b>	<b>\$ 140,000</b>
8 Jahraus Park Renovation (Design)	\$ 80,000	\$ 80,000
9 <b>Main Beach Park Renovation (Construction)</b>	<b>\$ 500,000</b>	<b>\$ -</b>
10 Cleo Street Beach Access Improvements (Design)	\$ 200,000	\$ 200,000
11 <b>Loma Terrace Street and Drainage Improvements (Design)</b>	<b>\$ 100,000</b>	<b>\$ -</b>
12 Cajon Street Storm Drain Improvements (Design)	\$ 100,000	\$ 100,000
13 <b>Cerritos Drive to Dunning Drive Access and Drainage Improvements (Design)</b>	<b>\$ 100,000</b>	<b>\$ -</b>
14 Act V Parking Lot Improvements (Design)	\$ 80,000	\$ 80,000
15 Capital Equipment, Furniture and Fixture Replacement	\$ 300,000	\$ 300,000
16 Sidewalk Master Plan	\$ 150,000	\$ 150,000
17 Future City Facilities Funding	\$ 500,000	\$ 500,000
18 <b>Future Infrastructure Projects</b>	<b>\$ 200,000</b>	<b>\$ -</b>
19 Citywide Playgrounds and Parks Renovation (Study)	\$ 100,000	\$ 100,000
20 Downtown Action Plan Recommended Improvements	\$ 200,000	\$ 200,000
21 <i>Bonita Way Storm Drain Improvements (Design)*</i>	\$ -	\$ 100,000
22 <i>Bluebird Cyn Headscarp Ret. Wall Repairs (Design)*</i>	\$ -	\$ 100,000
23 <i>Nyes Pl/Dumond Dr Drainage Imp's (Design &amp; Const.)*</i>	\$ -	\$ 150,000
24 <i>Bluebird Canyon Drive Retaining Wall Installation (Preliminary Design)</i>	\$ -	\$ 50,000
<b>Total Cost of 2020/21 Capital Improvement Fund Projects</b>	<b>\$ 6,760,000</b>	<b>\$ 4,960,000</b>
<b>Street Lighting Fund</b>		
25 Coast Highway Ornamental Street Lights (Design/Construction)	\$ 1,000,000	\$ 1,000,000
<b>Total Cost of 2020/21 Street Lighting Fund Projects</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>
<b>Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA)</b>		
26 Portions of Zone 1, 10 & 11 Street Slurry Seal/Rehabilitation (Construction, Supplemer	\$ 600,000	\$ 600,000
27 <b>Zone 2 Street Slurry Seal/Rehabilitation (Design/Construction)</b>	<b>\$ 1,050,000</b>	<b>\$ 410,000</b>
28 Zone 4 Downtown Street Resurfacing (Design)	\$ 150,000	\$ 150,000
29 Zone 4 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000	\$ 100,000
30 <i>Zone 3 Collector Road Imp.'s (Park/Thalia)(Design)*</i>	\$ -	\$ 150,000
<b>Total Cost of 2020/21 Gas Tax and RMRA Fund Projects</b>	<b>\$ 1,900,000</b>	<b>\$ 1,410,000</b>
<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2020/21</b>	<b>\$ 9,660,000</b>	<b>\$ 7,370,000</b>

## CAPITAL IMPROVEMENT PROJECT SUMMARY

Capital Improvement Fund	Adopted	Revised
<b>Description (Phase)</b>		
1 <b>Laguna Canyon Road Staging Area Improvements (Construction,Supplemental)</b>	\$ 400,000	\$ -
2 <b>Jasmine Street Storm Drain Improvements (Construction, Supplemental)</b>	\$ 500,000	\$ -
3 Cleo Street Beach Access Improvements (Construction)	\$ 1,200,000	\$ 1,200,000
4 <b>Loma Terrace Street and Drainage Improvements (Construction)</b>	\$ 500,000	\$ -
5 <b>Cerritos Drive to Dunning Drive Access and Drainage Improvements (Construction)</b>	\$ 400,000	\$ -
6 Santa Cruz Street Storm Drain Extension (Construction)	\$ 300,000	\$ 300,000
7 Jahraus Park Renovation (Construction)	\$ 350,000	\$ 350,000
8 Act V Parking Lot Improvements (Construction)	\$ 550,000	\$ 550,000
9 Capital Equipment, Furniture and Fixture Replacement	\$ 300,000	\$ 300,000
10 <b>Dog Park Slope Stabilization (Design)</b>	\$ 120,000	\$ -
11 Fisherman's Cove Beach Access Improvements (Design)	\$ 200,000	\$ 200,000
12 <b>Bluebird Canyon Storm Drain Renovation (Design)</b>	\$ 180,000	\$ 150,000
13 Dumond Drive Beach Ramp Extension (Design)	\$ 80,000	\$ 80,000
14 Crescent Bay Beach Ramp Extension (Design)	\$ 80,000	\$ 80,000
15 Main Beach South ADA and Vehicle Ramp Installation (Design)	\$ 100,000	\$ 100,000
16 <b>Citywide Playgrounds and Parks Renovation (Design/Construction)</b>	\$ 400,000	\$ -
17 Future City Facilities Funding	\$ 850,000	\$ 850,000
18 <b>Future Infrastructure Projects</b>	\$ 400,000	\$ -
19 <b>Main Beach Park Renovation (Construction)</b>	\$ -	\$ 500,000
20 <i>Bluebird Canyon Headscarp Retaining Wall Repairs (Construction)*</i>	\$ -	\$ 400,000
21 <i>Wendt Terrace Retaining Wall Repairs (Design)*</i>	\$ -	\$ 150,000
<b>Total Cost of 2021/22 Capital Improvement Fund Projects</b>	<b>\$ 6,910,000</b>	<b>\$ 5,210,000</b>
<b>Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA)</b>		
<b>Zone 2 Street Slurry Seal/Rehabilitation (Construction, Supplemental)</b>	\$ -	\$ 640,000
22 <b>Zone 3 Street Slurry Seal/Rehabilitation (Design/Construction)</b>	\$ 1,000,000	\$ 100,000
23 <b>Zone 3 Collector Road Improvements (Park/Thalia)(Construction)*</b>	\$ -	\$ 445,000
24 Zone 5 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000	\$ 100,000
25 <b>Citywide Curb Ramps (Design/Construction)</b>	\$ 200,000	\$ -
26 <b>Citywide Guard Rail Repairs (Design/Construction)</b>	\$ 100,000	\$ -
<b>Total Cost of 2021/22 Gas Tax and RMRA Fund Projects</b>	<b>\$ 1,400,000</b>	<b>\$ 1,285,000</b>
<b>Parking Authority Fund</b>		
27 Citywide Parking Lot Rehabilitation	\$ 200,000	\$ 200,000
<b>Total Cost of 2021/22 Parking Authority Fund Projects</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>
<b>Street Lighting Fund</b>		
28 Ornamental Street Lights (Design/Construction)	\$ 1,000,000	\$ 1,000,000
<b>Total Cost of 2021/22 Street Lighting Fund Projects</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>
<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2021/22</b>	<b>\$ 9,510,000</b>	<b>\$ 7,695,000</b>

## CAPITAL IMPROVEMENT PROJECT SUMMARY

Capital Improvement Fund		Adopted	Revised
Description (Phase)			
1	Fisherman's Cove Beach Access Improvements (Construction)	\$ 1,000,000	\$ 1,000,000
2	Cajon Street Storm Drain Improvements (Construction)	\$ 500,000	\$ 500,000
3	<b>Dumond Drive Beach Ramp Extension (Construction)</b>	<b>\$ 400,000</b>	<b>\$ -</b>
4	<b>Crescent Bay Beach Ramp Extension (Construction)</b>	<b>\$ 400,000</b>	<b>\$ -</b>
5	<b>Main Beach South ADA and Vehicle Ramp Installation (Construction)</b>	<b>\$ 300,000</b>	<b>\$ -</b>
6	<b>Dog Park Slope Stabilization (Construction)</b>	<b>\$ 400,000</b>	<b>\$ -</b>
7	Capital Equipment, Furniture and Fixture Replacement	\$ 300,000	\$ 300,000
8	Citywide Playgrounds and Parks Renovation (Design/Construction)	\$ 400,000	\$ 400,000
9	Sleepy Hollow Beach Access Improvements (Design)	\$ 150,000	\$ 150,000
10	St. Ann's Drive Retaining Wall Replacement (Design)	\$ 100,000	\$ 100,000
11	Coast Highway 7th Avenue to 10th Avenue Sidewalk Installation (Design)	\$ 500,000	\$ 500,000
12	Glenneyre Street Sidewalk Extension (Design)	\$ 150,000	\$ 150,000
13	Lower Alta Vista Retaining Wall Replacement (Design)	\$ 200,000	\$ 200,000
14	<b>El Toro Road/Canyon Hills Median Renovation (Design)</b>	<b>\$ 100,000</b>	<b>\$ -</b>
15	<b>Storm Drain Master Plan Update (Study)</b>	<b>\$ 200,000</b>	<b>\$ -</b>
16	Future City Facilities Funding	\$ 1,600,000	\$ 1,600,000
17	<b>Future Infrastructure Projects</b>	<b>\$ 300,000</b>	<b>\$ -</b>
18	<i>Bonita Way Storm Drain Improvements (Construction)*</i>	<i>\$ -</i>	<i>\$ 300,000</i>
19	<b>Anita Street Beach Access Improvements (Construction, Supplemental)</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>
<b>Total Cost of 2022/23 Capital Improvement Fund Projects</b>		<b>\$ 7,000,000</b>	<b>\$ 6,500,000</b>
<b>Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA)</b>			
20	<b>Zone 3 Street Slurry Seal/Rehabilitation (Design/Construction) x</b>	<b>\$ -</b>	<b>\$ 900,000</b>
21	<b>Zone 3 Collector Road Improvements (Park/Thalia)(Construction, Supplemental)*</b>	<b>\$ -</b>	<b>\$ 240,000</b>
22	<b>Zone 4 Downtown Street Resurfacing (Construction)</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>
23	<b>Zone 5 Street Slurry Seal/Rehabilitation (Design/Construction)</b>	<b>\$ 500,000</b>	<b>\$ 50,000</b>
24	<b>Zone 6 Street Concrete Rehabilitation (Design/Construction)</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>
<b>Total Cost of 2022/23 Gas Tax and RMRA Fund Projects</b>		<b>\$ 1,600,000</b>	<b>\$ 1,290,000</b>
<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2022/23</b>		<b>\$ 8,600,000</b>	<b>\$ 7,790,000</b>

## CAPITAL IMPROVEMENT PROJECT SUMMARY

Capital Improvement Fund	Adopted	Revised
Description (Phase)		
1 Sleepy Hollow Beach Access Improvements (Construction)	\$ 1,200,000	\$ 1,200,000
2 Bluebird Canyon Storm Drain Renovation (Construction)	\$ 1,000,000	\$ 1,000,000
3 <b>St. Ann's Drive Retaining Wall Replacement (Construction)</b>	<b>\$ 350,000</b>	<b>\$ -</b>
4 <b>Glenneyre Street Sidewalk Extension (Construction)</b>	<b>\$ 550,000</b>	<b>\$ -</b>
5 Lower Alta Vista Retaining Wall Replacement (Construction)	\$ 800,000	\$ 800,000
6 <b>El Toro Road/Canyon Hills Median Renovation (Construction)</b>	<b>\$ 300,000</b>	<b>\$ -</b>
7 Capital Equipment, Furniture and Fixture Replacement	\$ 300,000	\$ 300,000
8 Citywide Playgrounds and Parks Renovation (Design/Construction)	\$ 400,000	\$ 400,000
9 Diver's Cove Beach Access Improvements (Design)	\$ 150,000	\$ 150,000
10 <b>Terry Road to Ashton Drive Trail Installation (Design)</b>	<b>\$ 100,000</b>	<b>\$ -</b>
11 Bluebird Canyon Drive Retaining Wall Installation (Design)	\$ 200,000	\$ 200,000
12 <b>Balboa Avenue and Nyes Place Storm Drain Installation (Design)</b>	<b>\$ 200,000</b>	<b>\$ -</b>
13 Ceanothus to Aliso Creek Storm Drain Improvements (Design)	\$ 200,000	\$ 200,000
14 Hinkle Place/Coast Highway Intersection Improvements (Design)	\$ 400,000	\$ 400,000
15 Park Plaza Conversion (Design)	\$ 200,000	\$ 200,000
16 Future City Facilities Funding	\$ 600,000	\$ 600,000
17 <b>Future Infrastructure Projects</b>	<b>\$ 300,000</b>	<b>\$ -</b>
18 <b>Cerritos Drive to Dunning Drive Access and Drainage Improvements (Design)</b>	<b>\$ -</b>	<b>\$ 100,000</b>
19 <b>Sidewalk Master Plan</b>	<b>\$ -</b>	<b>\$ 150,000</b>
20 <b>Laguna Canyon Road Staging Area Improvements (Construction)</b>	<b>\$ -</b>	<b>\$ 400,000</b>
21 <b>El Toro Road/Canyon Hills Median Renovation (Design)</b>	<b>\$ -</b>	<b>\$ 100,000</b>
22 <b>Wendt Terrace Retaining Wall Repairs (Construction)*</b>	<b>\$ -</b>	<b>\$ 800,000</b>
<b>Total Cost of 2023/24 Capital Improvement Fund Projects</b>	<b>\$ 7,250,000</b>	<b>\$ 7,000,000</b>
<b>Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA)</b>		
23 <b>Zone 5 Street Slurry Seal/Rehabilitation (Design/Construction)</b>	<b>\$ -</b>	<b>\$ 350,000</b>
24 <b>Zone 4 Downtown Street Resurfacing (Construction)</b>	<b>\$ -</b>	<b>\$ 755,000</b>
25 <b>Zone 6 Street Slurry Seal/Rehabilitation (Design/Construction)</b>	<b>\$ 1,050,000</b>	<b>\$ 100,000</b>
26 Zone 7 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000	\$ 100,000
27 <b>Citywide Curb Ramps (Design/Construction)</b>	<b>\$ 200,000</b>	<b>\$ -</b>
28 <b>Del Mar Sidewalk Installation (Design)</b>	<b>\$ 150,000</b>	<b>\$ -</b>
<b>Total Cost of 2023/24 Gas Tax and RMRA Fund Projects</b>	<b>\$ 1,500,000</b>	<b>\$ 1,305,000</b>
<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2023/24</b>	<b>\$ 8,750,000</b>	<b>\$ 8,305,000</b>

**CAPITAL IMPROVEMENT PROJECT SUMMARY**

<b>Capital Improvement Fund</b>	<b>Adopted</b>	<b>Revised</b>
<b>Description (Phase)</b>		
1 Diver's Cove Beach Access Improvements (Construction)	\$ 1,200,000	\$ 1,200,000
2 Coast Highway 7th Avenue to 10th Avenue Sidewalk Installation (Construction)	\$ 1,800,000	\$ 1,800,000
3 <b>Terry Road to Ashton Drive Trail Installation (Construction)</b>	<b>\$ 400,000</b>	<b>\$ -</b>
4 Bluebird Canyon Drive Retaining Wall Installation (Construction)	\$ 800,000	\$ 800,000
5 <b>Ceanothus to Aliso Creek Storm Drain Improvements (Construction)</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>
6 <b>Hinkle Place/Coast Highway Intersection Improvements (Construction)</b>	<b>\$ 500,000</b>	<b>\$ -</b>
7 Capital Equipment, Furniture and Fixture Replacement	\$ 300,000	\$ 300,000
8 Cress Street Beach Access Improvements (Design)	\$ 200,000	\$ 200,000
9 <b>Canyon View Drive/Buena Vista Way Drainage Improvements (Design)</b>	<b>\$ 200,000</b>	<b>\$ -</b>
10 Thurston Park Rehabilitation (Design)	\$ 50,000	\$ 50,000
11 Future City Facilities Funding	\$ 700,000	\$ 700,000
12 <b>Future Infrastructure Projects</b>	<b>\$ 300,000</b>	<b>\$ -</b>
13 <b>Cerritos Drive to Dunning Drive Access and Drainage Improvements (Construc</b>	<b>\$ -</b>	<b>\$ 400,000</b>
14 <b>Dog Park Slope Stabilization (Design)</b>	<b>\$ -</b>	<b>\$ 100,000</b>
15 <b>Citywide Playgrounds and Parks Renovation (Design/Construction)</b>	<b>\$ -</b>	<b>\$ 400,000</b>
16 <b>Dumond Drive Beach Ramp Extension (Construction)</b>	<b>\$ -</b>	<b>\$ 400,000</b>
17 <b>Crescent Bay Beach Ramp Extension (Construction)</b>	<b>\$ -</b>	<b>\$ 400,000</b>
18 <b>Main Beach South ADA and Vehicle Ramp Installation (Construction)</b>	<b>\$ -</b>	<b>\$ 300,000</b>
<b>Total Cost of 2024/25 Capital Improvement Fund Projects</b>	<b>\$ 7,450,000</b>	<b>\$ 7,050,000</b>
<b>Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA)</b>		
19 <b>Zone 6 Street Slurry Seal/Rehabilitation (Design/Construction)</b>	<b>\$ -</b>	<b>\$ 915,000</b>
20 <b>Zone 7 Street Slurry Seal/Rehabilitation (Design/Construction)</b>	<b>\$ 1,000,000</b>	<b>\$ 100,000</b>
21 Zone 8 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000	\$ 100,000
22 Citywide Guard Rail Repairs (Design/Construction)	\$ 100,000	\$ 100,000
23 Aster Street Sidewalk Installation (Design)	\$ 100,000	\$ 100,000
<b>Total Cost of 2024/25 Gas Tax and RMRA Fund Projects</b>	<b>\$ 1,300,000</b>	<b>\$ 1,315,000</b>
<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2024/25</b>	<b>\$ 8,750,000</b>	<b>\$ 8,365,000</b>

## CAPITAL IMPROVEMENT PROJECT SUMMARY

Capital Improvement Fund		Adopted	Revised
Description (Phase)			
1	<b>Balboa Avenue and Nyes Place Storm Drain Installation (Construction)</b>	<b>\$ 1,300,000</b>	<b>\$ -</b>
2	Cress Street Beach Access Improvements (Construction)	\$ 1,200,000	\$ 1,200,000
3	<b>Canyon View Drive/Buena Vista Way Drainage Improvements (Construction)</b>	<b>\$ 1,200,000</b>	<b>\$ -</b>
4	Cerritos Drive Slope Stabilization & Retaining Wall Extension (Design/Construction)	\$ 500,000	\$ 500,000
5	Thurston Park Rehabilitation (Construction)	\$ 300,000	\$ 300,000
6	Park Plaza Conversion (Construction)	\$ 500,000	\$ 500,000
7	Capital Equipment, Furniture and Fixture Replacement	\$ 300,000	\$ 300,000
8	Moss Street Beach Access Improvements (Design)	\$ 150,000	\$ 150,000
9	Moss Street to Coast Highway Stairs Replacement (Design)	\$ 100,000	\$ 100,000
10	Crescent Bay to Circle Way Stair Replacement (Design)	\$ 50,000	\$ 50,000
11	Dartmoor Street Storm Drain Installation (Design)	\$ 200,000	\$ 200,000
12	City Facilities ADA Improvements (Design)	\$ 100,000	\$ 100,000
13	Future City Facilities Funding	\$ 1,000,000	\$ 1,000,000
14	<b>Future Infrastructure Projects</b>	<b>\$ 400,000</b>	<b>\$ -</b>
15	<b>Dog Park Slope Stabilization (Construction)</b>	<b>\$ -</b>	<b>\$ 400,000</b>
16	<b>Storm Drain Master Plan Update (Study)</b>	<b>\$ -</b>	<b>\$ 250,000</b>
17	<b>St. Ann's Drive Retaining Wall Replacement (Construction)</b>	<b>\$ -</b>	<b>\$ 350,000</b>
18	<b>Glennestre Street Sidewalk Extension (Construction)</b>	<b>\$ -</b>	<b>\$ 550,000</b>
19	<b>El Toro Road/Canyon Hills Median Renovation (Construction)</b>	<b>\$ -</b>	<b>\$ 300,000</b>
20	<b>Terry Road to Ashton Drive Trail Installation (Design)</b>	<b>\$ -</b>	<b>\$ 100,000</b>
21	<b>Balboa Avenue and Nyes Place Storm Drain Installation (Design)</b>	<b>\$ -</b>	<b>\$ 200,000</b>
<b>Total Cost of 2025/26 Capital Improvement Fund Projects</b>		<b>\$ 7,300,000</b>	<b>\$ 6,550,000</b>
<b>Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA)</b>			
22	<b>Zone 7 Street Slurry Seal/Rehabilitation (Design/Construction)</b>	<b>\$ -</b>	<b>\$ 900,000</b>
23	<b>Zone 8 Street Slurry Seal/Rehabilitation (Design/Construction)</b>	<b>\$ 1,250,000</b>	<b>\$ 150,000</b>
24	Zone 9 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000	\$ 100,000
25	<b>Del Mar Avenue Sidewalk Installation (Construction)</b>	<b>\$ 350,000</b>	<b>\$ -</b>
<b>Total Cost of 2025/26 Gas Tax and RMRA Fund Projects</b>		<b>\$ 1,700,000</b>	<b>\$ 1,150,000</b>
<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2025/26</b>		<b>\$ 9,000,000</b>	<b>\$ 7,700,000</b>

**CAPITAL IMPROVEMENT PROJECT SUMMARY**

<b>Capital Improvement Fund</b>	<b>Adopted</b>	<b>Revised</b>
<b>Description (Phase)</b>		
1 Citywide Playgrounds and Parks Renovation (Design/Construction)	\$ 400,000	\$ 400,000
2 Moss Street Beach Access Improvements (Construction)	\$ 1,200,000	\$ 1,200,000
3 <b>Moss Street to Coast Highway Stairs Replacement (Construction)</b>	<b>\$ 700,000</b>	<b>\$ -</b>
4 Crescent Bay to Circle Way Stair Replacement (Construction)	\$ 500,000	\$ 500,000
5 <b>Dartmoor Street Storm Drain Installation (Construction)</b>	<b>\$ 1,200,000</b>	<b>\$ -</b>
6 City Facilities ADA Improvements (Construction)	\$ 500,000	\$ 500,000
7 Capital Equipment, Furniture and Fixture Replacement	\$ 300,000	\$ 300,000
8 Victoria Drive Beach Access Improvements (Design)	\$ 150,000	\$ 150,000
9 585 Glenneyre Street Intersection Improvements (Design)	\$ 50,000	\$ 50,000
10 Coast Highway North of Eastline Road Sidewalk Installation (Design)	\$ 200,000	\$ 200,000
11 Y Place Storm Drain Installation (Design)	\$ 50,000	\$ 50,000
12 Diamond Street Parking and Sidewalk Installation (Design)	\$ 100,000	\$ 100,000
13 Future City Facilities Funding	\$ 1,200,000	\$ 1,200,000
14 <b>Future Infrastructure Projects</b>	<b>\$ 400,000</b>	<b>\$ -</b>
15 <b>Terry Road to Ashton Drive Trail Installation (Construction)</b>	<b>\$ -</b>	<b>\$ 400,000</b>
16 <b>Ceanothus to Aliso Creek Storm Drain Improvements (Construction)</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>
17 <b>Hinkle Place/Coast Highway Intersection Improvements (Construction)</b>	<b>\$ -</b>	<b>\$ 500,000</b>
18 <b>Canyon View Drive/Buena Vista Way Drainage Improvements (Design)</b>	<b>\$ -</b>	<b>\$ 200,000</b>
<b>Total Cost of 2026/27 Capital Improvement Fund Projects</b>	<b>\$ 6,950,000</b>	<b>\$ 6,750,000</b>
<b>Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA)</b>		
19 <b>Zone 8 Street Slurry Seal/Rehabilitation (Design/Construction)</b>	<b>\$ -</b>	<b>\$ 752,000</b>
20 <b>Zone 9 Street Slurry Seal/Rehabilitation (Design/Construction)</b>	<b>\$ 1,250,000</b>	<b>\$ 150,000</b>
21 Zone 10 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000	\$ 100,000
22 Aster Street Sidewalk Installation (Construction)	\$ 300,000	\$ 300,000
<b>Citywide Curb Ramps (Design/Construction)</b>	<b>\$ -</b>	<b>\$ 200,000</b>
<b>Total Cost of 2026/27 Gas Tax and RMRA Fund Projects</b>	<b>\$ 1,650,000</b>	<b>\$ 1,502,000</b>
<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2026/27</b>	<b>\$ 8,600,000</b>	<b>\$ 8,252,000</b>



**CAPITAL IMPROVEMENT PROJECT SUMMARY**

<b>Capital Improvement Fund</b>		<b>Adopted</b>	<b>Revised</b>
<b>Description (Phase)</b>			
1	Victoria Drive Beach Access Improvements (Construction)	\$ 1,200,000	\$ 1,200,000
2	<b>585 Glenneyre Street Intersection Improvements (Construction)</b>	<b>\$ 300,000</b>	<b>\$ -</b>
3	<b>Coast Highway North of Eastline Road Sidewalk Installation (Construction)</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>
4	City Facilities ADA Improvements (Construction)	\$ 500,000	\$ 500,000
5	Y Place Storm Drain Installation (Construction)	\$ 200,000	\$ 200,000
6	<b>Diamond Street Parking and Sidewalk Installation (Construction)</b>	<b>\$ 350,000</b>	<b>\$ -</b>
7	Citywide Playgrounds and Parks Renovation (Design/Construction)	\$ 400,000	\$ 400,000
8	Capital Equipment, Furniture and Fixture Replacement	\$ 300,000	\$ 300,000
9	Ocean Way Beach Access Improvements (Design)	\$ 200,000	\$ 200,000
10	Laguna Avenue Parking Addition (Design)	\$ 50,000	\$ 50,000
11	<b>10th Avenue Storm Drain Installation (Design)</b>	<b>\$ 200,000</b>	<b>\$ -</b>
12	<b>Holly Street Storm Drain Installation (Design)</b>	<b>\$ 200,000</b>	<b>\$ -</b>
13	Future City Facilities Funding	\$ 2,000,000	\$ 2,000,000
14	<b>Future Infrastructure Projects</b>	<b>\$ 400,000</b>	<b>\$ -</b>
15	<b>Balboa Avenue and Nyes Place Storm Drain Installation (Construction)</b>	<b>\$ -</b>	<b>\$ 1,300,000</b>
16	<b>Canyon View Drive/Buena Vista Way Drainage Improvements (Construction)</b>	<b>\$ -</b>	<b>\$ 1,200,000</b>
17	<b>Total Cost of 2027/28 Capital Improvement Fund Projects</b>	<b>\$ 7,300,000</b>	<b>\$ 7,350,000</b>
<b>Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA)</b>			
18	<b>Zone 9 Street Slurry Seal/Rehabilitation (Design/Construction)</b>	<b>\$ -</b>	<b>\$ 1,100,000</b>
19	<b>Zone 10 Street Slurry Seal/Rehabilitation (Design/Construction)</b>	<b>\$ 1,000,000</b>	<b>\$ 100,000</b>
20	Zone 11 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000	\$ 100,000
	<b>Total Cost of 2027/28 Gas Tax and RMRA Fund Projects</b>	<b>\$ 1,100,000</b>	<b>\$ 1,300,000</b>
<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2027/28</b>		<b>\$ 8,400,000</b>	<b>\$ 8,650,000</b>

**CAPITAL IMPROVEMENT PROJECT SUMMARY**

<b>Capital Improvement Fund</b>	<b>Adopted</b>	<b>Revised</b>
<b>Description (Phase)</b>		
1 <b>10th Avenue Storm Drain Installation (Construction)</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>
2 <b>Holly Street Storm Drain Installation (Construction)</b>	<b>\$ 1,400,000</b>	<b>\$ -</b>
3 Laguna Avenue Parking Addition (Construction)	\$ 200,000	\$ 200,000
4 City Facilities ADA Improvements (Construction)	\$ 500,000	\$ 500,000
5 Ocean Way Beach Access Improvements (Construction)	\$ 1,200,000	\$ 1,200,000
6 Citywide Playgrounds and Parks Renovation (Design/Construction)	\$ 400,000	\$ 400,000
7 Capital Equipment, Furniture and Fixture Replacement	\$ 300,000	\$ 300,000
8 Future City Facilities Funding	\$ 2,000,000	\$ 2,000,000
9 <b>Future Infrastructure Projects</b>	<b>\$ 400,000</b>	<b>\$ -</b>
10 <b>Moss Street to Coast Highway Stairs Replacement (Construction)</b>	<b>\$ -</b>	<b>\$ 700,000</b>
11 <b>Dartmoor Street Storm Drain Installation (Construction)</b>	<b>\$ -</b>	<b>\$ 1,200,000</b>
12 <b>10th Avenue Storm Drain Installation (Design)</b>	<b>\$ -</b>	<b>\$ 200,000</b>
13 <b>Holly Street Storm Drain Installation (Design)</b>	<b>\$ -</b>	<b>\$ 200,000</b>
<b>Total Cost of 2028/29 Capital Improvement Fund Projects</b>	<b>\$ 7,400,000</b>	<b>\$ 6,900,000</b>
<b>Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA)</b>		
14 <b>Zone 10 Street Slurry Seal/Rehabilitation (Design/Construction)</b>	<b>\$ -</b>	<b>\$ 900,000</b>
15 <b>Zone 11 Street Slurry Seal/Rehabilitation (Design/Construction)</b>	<b>\$ 1,500,000</b>	<b>\$ 150,000</b>
16 Zone 12 Street Concrete Rehabilitation (Design/Construction)	\$ 100,000	\$ 100,000
<b>Citywide Guard Rail Repairs (Design/Construction)</b>	<b>\$ -</b>	<b>\$ 100,000</b>
<b>Total Cost of 2028/29 Gas Tax and RMRA Fund Projects</b>	<b>\$ 1,600,000</b>	<b>\$ 1,250,000</b>
<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2028/29</b>	<b>\$ 9,000,000</b>	<b>\$ 8,150,000</b>

**CAPITAL IMPROVEMENT PROJECT SUMMARY**

<b>Capital Improvement Fund</b>		<b>Adopted</b>	<b>Revised</b>
<b>Description (Phase)</b>			
1	<b>585 Glenneyre Street Intersection Improvements (Construction)</b>	\$ -	\$ 300,000
2	<b>Coast Highway North of Eastline Road Sidewalk Installation (Construction)</b>	\$ -	\$ 1,000,000
3	<b>Diamond Street Parking and Sidewalk Installation (Construction)</b>	\$ -	\$ 350,000
4	<b>10th Avenue Storm Drain Installation (Construction)</b>	\$ -	\$ 1,000,000
5	<b>Holly Street Storm Drain Installation (Construction)</b>	\$ -	\$ 1,400,000
6	<b>Citywide Playgrounds and Parks Renovation (Design/Construction)</b>	\$ -	\$ 400,000
7	<b>Capital Equipment, Furniture and Fixture Replacement</b>	\$ -	\$ 300,000
8	<b>Future City Facilities Funding</b>	\$ -	\$ 2,000,000
<b>Total Cost of 2029/30 Capital Improvement Fund Projects</b>			<b>\$ 6,750,000</b>
<b>Gas Tax Fund and Road Maintenance and Rehabilitation Account (RMRA)</b>			
9	<b>Zone 11 Street Slurry Seal/Rehabilitation (Design/Construction)</b>	\$ -	\$ 1,225,000
10	<b>Zone 12 Street Slurry Seal/Rehabilitation (Design)</b>	\$ -	\$ 100,000
11	<b>Zone 13 Street Concrete Rehabilitation (Design/Construction)</b>	\$ -	\$ 100,000
<b>Total Cost of 2029/30 Gas Tax and RMRA Fund Projects</b>			<b>\$ 1,425,000</b>
<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2029/30</b>		<b>\$ -</b>	<b>\$ 8,175,000</b>

# City of Laguna Beach

## Capital Improvement Program Revenue and Budget Projections

Program Year Fiscal Year	1 20/21	2 21/22	3 22/23	4 23/24	5 24/25	6 25/26	7 26/27	8 27/28	9 28/29	10 29/30
<b>116 CAPITAL IMPROVEMENT FUND</b>										
<b>Starting Fund Balance</b>	\$718,500	\$ 79,500	\$ 338,500	\$ 565,500	\$ 692,500	\$ 769,500	\$ 1,346,500	\$ 1,723,500	\$ 1,500,500	\$ 1,727,500
<b>Revenues:</b>										
3138 Real Property Transfer Tax	\$ 500,000	\$ 600,000	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000
3144 Building Construction Tax	\$ 120,000	\$ 120,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
3410 Vehicle Code Fines	\$ 149,000	\$ 149,000	\$ 149,000	\$ 149,000	\$ 149,000	\$ 149,000	\$ 149,000	\$ 149,000	\$ 149,000	\$ 149,000
3415 Municipal Code Fines Other	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000
3420 Municipal Code Fines Parking	\$ 550,000	\$ 600,000	\$ 668,000	\$ 668,000	\$ 668,000	\$ 668,000	\$ 668,000	\$ 668,000	\$ 668,000	\$ 668,000
3422 Municipal Code Fines DMV	\$ 132,000	\$ 132,000	\$ 132,000	\$ 132,000	\$ 132,000	\$ 132,000	\$ 132,000	\$ 132,000	\$ 132,000	\$ 132,000
3442 Administrative Citations Police	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000
3113 Hotel Taxes from Montage	\$ 2,802,000	\$ 3,800,000	\$ 4,800,000	\$ 5,200,000	\$ 5,200,000	\$ 5,200,000	\$ 5,200,000	\$ 5,200,000	\$ 5,200,000	\$ 5,200,000
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>	\$ 4,321,000	\$ 5,469,000	\$ 6,727,000	\$ 7,127,000	\$ 7,127,000	\$ 7,127,000	\$ 7,127,000	\$ 7,127,000	\$ 7,127,000	\$ 7,127,000
<b>Transfer To Gas Tax Fund</b>										
<b>Total Funds Available</b>	\$ 5,039,500	\$ 5,548,500	\$ 7,065,500	\$ 7,692,500	\$ 7,819,500	\$ 7,896,500	\$ 8,473,500	\$ 8,850,500	\$ 8,627,500	\$ 8,854,500
<b>Operating Expenses</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CIP Budget</b>	\$ (4,960,000)	\$ (5,210,000)	\$ (6,500,000)	\$ (7,000,000)	\$ (7,050,000)	\$ (6,550,000)	\$ (6,750,000)	\$ (7,350,000)	\$ (6,900,000)	\$ (6,750,000)
<b>Ending Fund Balance</b>	\$ 79,500	\$ 338,500	\$ 565,500	\$ 692,500	\$ 769,500	\$ 1,346,500	\$ 1,723,500	\$ 1,500,500	\$ 1,727,500	\$ 2,104,500

Program Year Fiscal Year	1 20/21	2 21/22	3 22/23	4 23/24	5 24/25	6 25/26	7 26/27	8 27/28	9 28/29	10 29/30
<b>132 GAS TAX FUND</b>										
<b>Starting Fund Balance</b>	\$ 60,967	\$ 4,784	\$ 2,018	\$ 4,950	\$ 3,462	\$ 2,830	\$ 177,907	\$ 1,907	\$ 27,907	\$ 103,907
<b>Revenues:</b>										
3102 Sales Tax Measure M2	\$ 385,817	\$ 396,234	\$ 406,932	\$ 417,512	\$ 428,368	\$ 439,077	\$ 440,000	\$ 440,000	\$ 440,000	\$ 440,000
3500 Investment Earnings	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
3623 Gasoline Tax Section 2103 HUTA	\$ 197,000	\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000	\$ 83,000
3624 Gasoline Tax Section 2105	\$ 123,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000
3625 Gasoline Tax Section 2106	\$ 84,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000
3626 Gasoline Tax Section 2107	\$ 148,000	\$ 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	\$ 401,000	\$ 396,000	\$ 396,000	\$ 396,000	\$ 396,000	\$ 396,000	\$ 396,000	\$ 396,000	\$ 396,000	\$ 396,000
4360 LBCWD Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Revenues</b>	\$ 1,353,817	\$ 1,282,234	\$ 1,292,932	\$ 1,303,512	\$ 1,314,368	\$ 1,325,077	\$ 1,326,000	\$ 1,326,000	\$ 1,326,000	\$ 1,326,000
<b>Transfer From Capital Improvement Fund</b>										
<b>Total Funds Available</b>	\$ 1,414,784	\$ 1,287,018	\$ 1,294,950	\$ 1,308,462	\$ 1,317,830	\$ 1,327,907	\$ 1,503,907	\$ 1,327,907	\$ 1,353,907	\$ 1,429,907
<b>CIP Budget</b>	\$ (1,410,000)	\$ (1,285,000)	\$ (1,290,000)	\$ (1,305,000)	\$ (1,315,000)	\$ (1,150,000)	\$ (1,502,000)	\$ (1,300,000)	\$ (1,250,000)	\$ (1,425,000)
<b>Ending Fund Balance</b>	\$ 4,784	\$ 2,018	\$ 4,950	\$ 3,462	\$ 2,830	\$ 177,907	\$ 1,907	\$ 27,907	\$ 103,907	\$ 4,907

# City of Laguna Beach

## Capital Improvement Program Revenue and Budget Projections

Program Year Fiscal Year	1 20/21	2 21/22	3 22/23	4 23/24	5 24/25	6 25/26	7 26/27	8 27/28	9 28/29	10 29/30
<b>134 STREET LIGHTING FUND</b>										
<b>Starting Fund Balance</b>	\$ 2,615,200	\$ 2,707,300	\$ 2,836,400	\$ 4,003,500	\$ 5,207,600	\$ 6,450,700	\$ 7,733,800	\$ 9,057,900	\$ 10,422,000	\$ 11,828,100
<b>Revenues</b>										
3010 Prop. Taxes Current Secured	\$ 1,241,000	\$ 1,266,000	\$ 1,292,000	\$ 1,318,000	\$ 1,345,000	\$ 1,372,000	\$ 1,400,000	\$ 1,428,000	\$ 1,457,000	\$ 1,487,000
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	\$ 36,000	\$ 37,000	\$ 38,000	\$ 39,000	\$ 40,000	\$ 41,000	\$ 42,000	\$ 43,000	\$ 44,000
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	\$ 513,000	\$ 524,000	\$ 535,000	\$ 546,000	\$ 557,000	\$ 569,000	\$ 581,000	\$ 593,000	\$ 605,000	\$ 618,000
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	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
3060 County Collection Charges	\$ (13,000)	\$ (13,000)	\$ (13,000)	\$ (14,000)	\$ (14,000)	\$ (14,000)	\$ (14,000)	\$ (15,000)	\$ (15,000)	\$ (15,000)
<b>Total Revenues</b>	\$ 1,822,000	\$ 1,859,000	\$ 1,897,000	\$ 1,934,000	\$ 1,973,000	\$ 2,013,000	\$ 2,054,000	\$ 2,094,000	\$ 2,136,000	\$ 2,180,000
<b>Total Funds Available</b>	\$ 4,437,200	\$ 4,566,300	\$ 4,733,400	\$ 5,937,500	\$ 7,180,600	\$ 8,463,700	\$ 9,787,800	\$ 11,151,900	\$ 12,558,000	\$ 14,008,100
<b>Operating Expenses</b>	\$ (729,900)	\$ (729,900)	\$ (729,900)	\$ (729,900)	\$ (729,900)	\$ (729,900)	\$ (729,900)	\$ (729,900)	\$ (729,900)	\$ (729,900)
<b>CIP Budget</b>	\$ (1,000,000)	\$ (1,000,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Ending Fund Balance</b>	\$ 2,707,300	\$ 2,836,400	\$ 4,003,500	\$ 5,207,600	\$ 6,450,700	\$ 7,733,800	\$ 9,057,900	\$ 10,422,000	\$ 11,828,100	\$ 13,278,200

Program Year Fiscal Year	1 20/21	2 21/22	3 22/23	4 23/24	5 24/25	6 25/26	7 26/27	8 27/28	9 28/29	10 29/30
<b>118 Parking Authority Fund</b>										
<b>Starting Fund Balance</b>	\$ 1,307,300	\$ 3,183,800	\$ 3,995,470	\$ 6,027,140	\$ 7,038,810	\$ 9,070,480	\$ 10,082,150	\$ 12,113,820	\$ 13,125,490	\$ 15,157,160
<b>Revenues</b>										
4047 725 LAGUNA CANYON RD	\$ 83,100	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
4048 CITY HALL PARKING	\$ 266,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000
4051 PARKING METERS ZONE A	\$ 891,900	\$ 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	\$ 648,500	\$ 740,000	\$ 740,000	\$ 740,000	\$ 740,000	\$ 740,000	\$ 740,000	\$ 740,000	\$ 740,000	\$ 740,000
4053 PARKING METERS ZONE C	\$ 817,300	\$ 930,000	\$ 930,000	\$ 930,000	\$ 930,000	\$ 930,000	\$ 930,000	\$ 930,000	\$ 930,000	\$ 930,000
4054 PARKING METERS ZONE D	\$ 653,900	\$ 770,000	\$ 770,000	\$ 770,000	\$ 770,000	\$ 770,000	\$ 770,000	\$ 770,000	\$ 770,000	\$ 770,000
4055 PARKING METERS ZONE E	\$ 201,900	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000
4056 PARKING METERS ZONE F	\$ 228,500	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000
4057 PARKING METERS ZONE G	\$ 156,100	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000
4058 PARKING METERS ZONE H (TREASURE IS)	\$ 102,600	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000
4071 PARKING METERS GLENNEYRE LOT	\$ 808,300	\$ 950,000	\$ 950,000	\$ 950,000	\$ 950,000	\$ 950,000	\$ 950,000	\$ 950,000	\$ 950,000	\$ 950,000
4072 PARKING METERS OCEAN LOT A	\$ 55,900	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000
4073 PARKING METERS OCEAN LOT B	\$ 90,100	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000
4074 PARKING METERS BROADWAY LOT	\$ 139,700	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
4075 PARKING METERS FOREST LOT	\$ 113,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
4076 PARKING METERS MERMAID LOT	\$ 59,500	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000	\$ 66,000
4077 PARKING METERS LANG PARK	\$ 12,200	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
4078 PARKING FEES LUMBER YARD LOT	\$ 196,800	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000

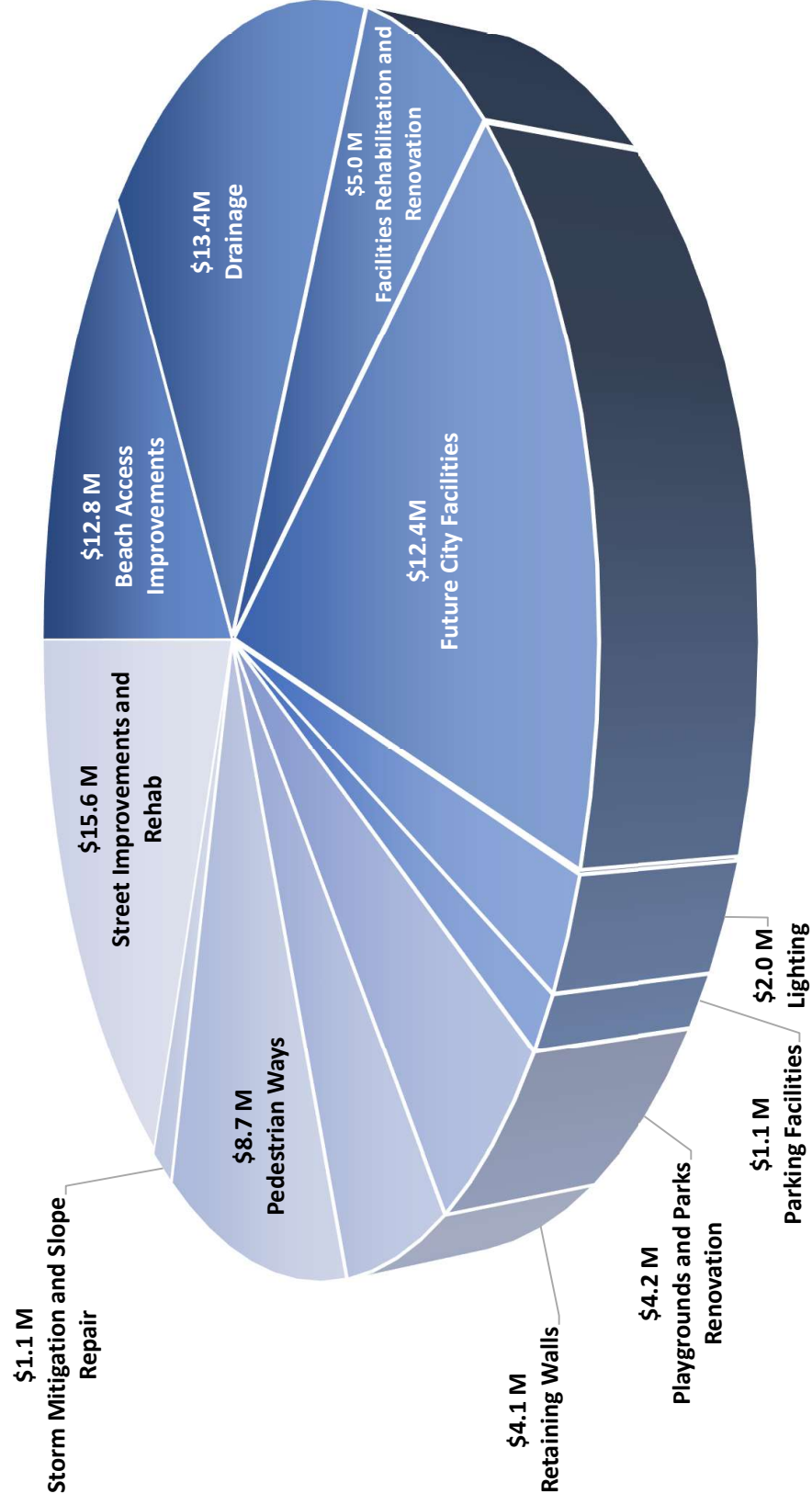
## City of Laguna Beach

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**FUNDING SUMMARY**  
**TEN YEAR CAPITAL IMPROVEMENT PLAN**  
**Fiscal Year 2020/21 through Fiscal Year 2029/30**

	Year	Capital Improvement Fund	Gas Tax Fund	Parking Authority Fund	Street Lighting Fund	Total
1.	2020/21	\$ 4,960,000	\$ 1,410,000	\$ -	\$ 1,000,000	\$ 7,370,000
2.	2021/22	\$ 5,210,000	\$ 1,285,000	\$ 200,000	\$ 1,000,000	\$ 7,695,000
3.	2022/23	\$ 6,500,000	\$ 1,290,000	\$ -	\$ -	\$ 7,790,000
4.	2023/24	\$ 7,000,000	\$ 1,305,000	\$ -	\$ -	\$ 8,305,000
5.	2024/25	\$ 7,050,000	\$ 1,315,000	\$ -	\$ -	\$ 8,365,000
6.	2025/26	\$ 6,550,000	\$ 1,150,000	\$ -	\$ -	\$ 7,700,000
7.	2026/27	\$ 6,750,000	\$ 1,502,000	\$ -	\$ -	\$ 8,252,000
8.	2027/28	\$ 7,350,000	\$ 1,300,000	\$ -	\$ -	\$ 8,650,000
9.	2028/29	\$ 6,900,000	\$ 1,250,000	\$ -	\$ -	\$ 8,150,000
10.	2029/30	<u>\$ 6,750,000</u>	<u>\$ 1,425,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 8,175,000</u>
	<b>TOTAL</b>	\$ 65,020,000	\$ 13,232,000	\$ 200,000	\$ 2,000,000	\$ 80,452,000

10 Year Capital Improvements by Category  
 FY 20/21 to FY 29/30 Total \$ 80.4 Million (M)





10 YEAR CIP SUMMARY BY PROJECT TYPE

PROJECT TYPE	Current YR FY 19/20	Year 1 FY 20/21	Year 2 FY 21/22	Year 3 FY 22/23	Year 4 FY 23/24	Year 5 FY 24/25	Year 6 FY 25/26	Year 7 FY 26/27	Year 8 FY 27/28	Year 9 FY 28/29	Year 10 FY 29/30	10 Year CIP TOTALS:
Beach Access Improvements	\$ -	\$ 350,000	\$ 1,660,000	\$ 2,450,000	\$ 1,350,000	\$ 2,500,000	\$ 1,250,000	\$ 650,000	\$ 1,400,000	\$ 1,200,000	\$ -	\$ 12,810,000 14%
Drainage	\$ 650,000	\$ 2,280,000	\$ 450,000	\$ 800,000	\$ 1,300,000	\$ -	\$ 650,000	\$ 1,250,000	\$ 2,700,000	\$ 1,600,000	\$ 2,400,000	\$ 14,080,000 16%
Facilities Rehabilitation and Renovation	\$ 600,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 700,000	\$ 300,000	\$ 400,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 300,000	\$ 5,600,000 6%
Fuel Modifications/ Fire Safety	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000 1%
Future City Facilities	\$ 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	\$ 2,000,000	\$ 13,350,000 15%
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	\$ 180,000	\$ 850,000	\$ 400,000	\$ 400,000	\$ 450,000	\$ 300,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 4,380,000 5%
Pedestrian Ways	\$ 2,760,000	\$ 550,000	\$ 100,000	\$ 750,000	\$ 250,000	\$ 2,400,000	\$ 800,000	\$ 2,200,000	\$ 100,000	\$ 100,000	\$ 1,450,000	\$ 11,460,000 13%
Retaining Walls	\$ -	\$ 300,000	\$ 550,000	\$ 300,000	\$ 1,800,000	\$ 800,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 4,100,000 5%
Storm Mitigation and Slope Repair	\$ 670,000	\$ 140,000	\$ -	\$ -	\$ -	\$ 100,000	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ 1,810,000 2%
Street Improvements and Rehab	\$ 1,810,000	\$ 1,690,000	\$ 1,185,000	\$ 1,190,000	\$ 1,905,000	\$ 1,115,000	\$ 2,050,000	\$ 1,752,000	\$ 1,200,000	\$ 1,850,000	\$ 1,625,000	\$ 17,372,000 20%
TOTALS:	\$ 8,590,000	\$ 7,370,000	\$ 7,695,000	\$ 7,790,000	\$ 8,305,000	\$ 8,365,000	\$ 7,700,000	\$ 8,252,000	\$ 8,650,000	\$ 8,150,000	\$ 8,175,000	\$ 89,042,000

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## 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. ***10 Year Wastewater Fund Financial Plan*** This is a one-page summary of Wastewater Fund revenue and budget projections for the next ten years.
2. ***Wastewater Capital Improvement Project Summary*** These two schedules summarize all capital improvement projects budgeted for Fiscal Year 2020-21 to 2029-30.

## WASTEWATER SYSTEM FINANCE PLAN

FY 2019/20 - 2029/30  
(Figures in Thousands)

Available Working Capital Beginning Balance (1)	Year 1 FY 2020/21	Year 2 FY 2021/22	Year 3 FY 2022/23	Year 4 FY 2023/24	Year 5 FY 2024/25	Year 6 FY 2025/26	Year 7 FY 2026/27	Year 8 FY 2027/28	Year 9 FY 2028/29	Year 10 FY 2029/30	Totals
1,838	1,207	918	2,390	2,696	1,539	2,343	1,289	3,241	1,454		
<b>Revenues</b>											
<b>Sewer User Charges</b>	9,035	9,668	10,344	10,965	11,623	12,204	12,692	13,200	13,728	14,277	117,737
Rate Increase (2)	5,004	7,009	7,009	6,009	6,009	5,009	4,009	4,009	4,009	4,009	52%
Monthly Residential Rate	63.70	68.16	72.93	77.31	81.95	86.05	89.49	93.07	96.79	100.66	
<b>Loans</b>	700										700
\$4M Existing Loan 1 (Bank - secured June 2018) (3)	1,768										1,768
\$4.456M Existing Loan 2 (Bank - secured April 2019) (4)											9,250
Proposed Additional Loans 3 and 4		1,000	3,500	4,750							1,000
City Insurance Fund - ACL and NCI Improvements Design (5)											12,718
<b>Other Revenue Sources</b>	3,468	1,000	3,500	4,750							
Enterprise Fund Interest Income	15	15	15	15	15	15	15	15	15	15	150
Sewer Connection Charges	95	95	95	95	95	95	95	95	95	95	950
Emerald Bay Reimbursement (SOCWA PC 23)	78	18	15	57	36	15	19	15	15	15	303
<b>Total Estimated Revenues</b>	<b>12,691</b>	<b>10,796</b>	<b>13,969</b>	<b>15,882</b>	<b>11,769</b>	<b>12,329</b>	<b>12,821</b>	<b>13,325</b>	<b>13,853</b>	<b>14,423</b>	<b>131,858</b>
<b>Expenses</b>											
<b>Operation and Maintenance Expenses</b>											
Operating Expenses (6)	5,857	6,031	6,212	6,398	6,590	6,788	6,992	7,201	7,417	7,640	67,127
Capital Equipment and Special Projects	20	20	30	30	30	30	30	30	30	30	280
Private Sewer Lateral Assistance Program (7)	160	30	30	30	30	30	30	30	30	30	430
Assumed Additional Insurance Premium (8)	150	364	364	364	364	364	150	150	150	150	2,570
County Collection Charges	25	27	27	30	30	30	30	35	35	35	304
<b>Operating Subtotal</b>	<b>6,212</b>	<b>6,472</b>	<b>6,663</b>	<b>6,852</b>	<b>7,044</b>	<b>7,242</b>	<b>7,232</b>	<b>7,446</b>	<b>7,662</b>	<b>7,885</b>	<b>70,711</b>
<b>Capital Improvement Expenses</b>											
CLB - Collection System	1,208	1,000	3,560	3,950	690	1,000	3,500	830	3,000	750	19,488
SOCWA - Wastewater Treatment (9)											
PC 15 Projects (Coastal Treatment Plant)	3,036	1,717	539	1,446	1,317	1,213	1,178	1,233	2,311	1,659	15,649
PC 17 Projects (Regional)	130	520	179	424	1,846	394	292	356	290	97	4,528
PC 24 Projects (Ourfall)	6	0	7	0	19	166	65	0	869	0	1,132
PC 23 Projects (North Coast Interceptor & SOCWA Stations)	1,500	80	0	1,000	500	0	100	0	0	500	3,680
Emergency Working Capital Reserve	100	100	100	100	200	200	200	200	200	200	1,600
<b>Capital Improvement Subtotal</b>	<b>5,980</b>	<b>3,417</b>	<b>4,385</b>	<b>6,920</b>	<b>4,572</b>	<b>2,973</b>	<b>5,335</b>	<b>2,619</b>	<b>6,670</b>	<b>3,206</b>	<b>46,077</b>
<b>Debt Service</b>											
Ex. Ibank Loan Debt Service (2004)	497	495	494	492							1,978
\$4M Existing Loan 1 Debt Service (2018)	299	298	297	297	296	296	295	294	293	292	2,957
\$4.456M Existing 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	0	70	326	681	681	681	681	681	681	681	5,163
<b>Debt Service Subtotal</b>	<b>1,130</b>	<b>1,196</b>	<b>1,450</b>	<b>1,803</b>	<b>1,310</b>	<b>1,310</b>	<b>1,309</b>	<b>1,308</b>	<b>1,307</b>	<b>1,306</b>	<b>13,429</b>
<b>Total Estimated Expenses</b>	<b>13,322</b>	<b>11,085</b>	<b>12,498</b>	<b>15,575</b>	<b>12,926</b>	<b>11,525</b>	<b>13,876</b>	<b>11,373</b>	<b>15,639</b>	<b>12,397</b>	<b>130,217</b>
<b>Revenues - Expenses</b>	<b>(631)</b>	<b>(289)</b>	<b>1,471</b>	<b>306</b>	<b>(1,157)</b>	<b>804</b>	<b>(1,054)</b>	<b>1,952</b>	<b>(1,786)</b>	<b>2,026</b>	
<b>Available Working Capital Ending Balance</b>	<b>1,207</b>	<b>918</b>	<b>2,390</b>	<b>2,696</b>	<b>1,539</b>	<b>2,343</b>	<b>1,289</b>	<b>3,241</b>	<b>1,454</b>	<b>3,480</b>	
<b>Working Capital Reserve (Goal 20% of Expenditures)</b>	<b>200</b>	<b>300</b>	<b>400</b>	<b>500</b>	<b>700</b>	<b>900</b>	<b>1,100</b>	<b>1,300</b>	<b>1,500</b>	<b>1,700</b>	
<b>Percentage of Expenditures</b>	<b>2%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>5%</b>	<b>8%</b>	<b>8%</b>	<b>11%</b>	<b>10%</b>	<b>14%</b>	

## Notes:

1. Year 1 beginning balance includes Legal Fees of 150K paid to Pat Chen in previous FY 19/20.
2. Additional increases are being considered in year 1 with the intention of coming back for more rate increases after Yr. 1.
3. Existing \$4M Ibank loan has an interest rate of 3.4%. Payments begin 6/2018 and end 6/2038.
4. Existing \$4.456M Ibank loan has an interest rate of 3.45%. Payments begin 6/2019 and end 6/2039.
5. Assumed ACL from the San Diego Regional Water Quality Control Board for the sewer Spill November 2019. Will pay for from the City's Insurance Fund and pay back within five years at 2.25% interest rate.
6. The Operating expenses include a 3% inflation adjustment. Operating expenses in Year 0 include mid year budget adjustment of 237K.
7. Private Sewer Lateral Incentive Program (PSLP) sunsets in Year 1. The plan includes a placeholder of 30K available each year for the PSLP Incentive Program Yr 2-10.
8. There is \$250K in the annual operating expenses for insurance. This line item covers assumed additional insurance based on increase in claims. FY 21/22 - FY 25/26 includes repayment to City Insurance Fund.
9. 10-Yr finance plan assumes MNWD is included in SOCWA PC 15 agreement. Reference SOCWA Ten Year Proposed Budget dated 8/6/19.

**WASTEWATER SYSTEM CAPITAL IMPROVEMENT PROJECTS LIST**  
**FY 2020/21 - 2029/30**

Year No.	Fiscal Year	Project ID	Type of Project	Capital Improvement Project Description	Division 3301 Costs	Division 3302 Costs - SOCWA PC 23	SOCWA PC 15, 17, 24
1	2020-2021	20-100	P	Forest Avenue Pipeline Replacement Project Design (Deleted - No Longer Required)	\$ -		
		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	ACL and NCI Improvements Design (New)		\$ 1,500,000	
			SOCWA	WWTP	SOCWA WWTP Projects		
				Year 1 Subtotal:	\$ 1,208,000	\$ 1,500,000	\$ 3,172,000
2	2021-2022	21-100	P	Forest Avenue Pipeline Replacement Project Construction (Deleted - No Longer Required)	\$ -		
		21-101	P	Pipeline Rehabilitation (Zone 5)	\$ 1,000,000		
		21-103	L	VFD Replacements at Laguna SOCWA and Bluebird SOCWA		\$ 80,000	
			SOCWA	WWTP	SOCWA WWTP Projects		
					Year 2 Subtotal:	\$ 1,000,000	\$ 80,000
3	2022-2023	22-100	P	Forcemain Inspection Project	\$ 250,000		
		20-103	P	Siphon Inspection Project (Moved from Yr 1)	\$ 500,000		
		21-104	L	Miscellaneous Operational Improvements at Main Beach Lift Station (Moved from Yr 2)	\$ 60,000		
		21-102	L	Bluebird Canyon Lift Station Reconstruction Design (Moved from Yr 2)	\$ 250,000		
		20-104	L	Anita Street Lift Station Reconstruction Construction (moved from Yr 1)	\$ 2,500,000		\$ 725,000
		SOCWA	WWTP	SOCWA WWTP Projects			\$ 725,000
				Year 3 Subtotal:	\$ 3,560,000	\$ -	\$ 725,000
4	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		\$ 250,000	
		23-103	L	VFD Conversions at SOCWA Lift Stations		\$ 250,000	
		22-101	L	Bluebird Canyon Lift Station Reconstruction Construction (Moved from Yr 3)	\$ 2,500,000		
		23-104	P	5-Yr CCTV Inspection of Collection System and Manholes	\$ 1,000,000		
		23-106	L	Lift Station Assessment Project (Moved from Yr 0)	\$ 100,000		
		23-105	O	O2 Odor Control System Upgrades at Bluebird SOCWA		\$ 500,000	
			SOCWA	WWTP	SOCWA WWTP Projects		
				Year 4 Subtotal:	\$ 3,950,000	\$ 1,000,000	\$ 1,870,000
5	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		

Year No.	Fiscal Year	Project ID	Type of Project	Capital Improvement Project Description	Division 3301 Costs	Division 3302 Costs - SOCWA PC 23	SOCWA PC 15, 17, 24
		24-103	O	O2 Odor Control System Upgrades at Laguna SOCWA SOCWA		\$ 500,000	
		SOCWA	WWTP	SOCWA WWTP Projects			\$ 3,182,000
				<b>Year 5 Subtotal:</b>	<b>\$ 690,000</b>	<b>\$ 500,000</b>	<b>\$ 3,182,000</b>
6	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 Pedestal at every Lift Station with an Onsite Generator	\$ 500,000		
		SOCWA	WWTP	SOCWA WWTP Projects			\$ 1,773,000
				<b>Year 6 Subtotal:</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ 1,773,000</b>
7	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		
		SOCWA	WWTP	SOCWA WWTP Projects			\$ 1,535,000
				<b>Year 7 Subtotal:</b>	<b>\$ 3,500,000</b>	<b>\$ 100,000</b>	<b>\$ 1,535,000</b>
8	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		
		SOCWA	WWTP	SOCWA WWTP Projects			\$ 1,589,000
				<b>Year 8 Subtotal:</b>	<b>\$ 830,000</b>	<b>\$ -</b>	<b>\$ 1,589,000</b>
9	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		
		SOCWA	WWTP	SOCWA WWTP Projects			\$ 3,470,000
				<b>Year 9 Subtotal:</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>	<b>\$ 3,470,000</b>
10	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		
		SOCWA	WWTP	SOCWA WWTP Projects			\$ 1,756,000
				<b>Year 10 Subtotal:</b>	<b>\$ 750,000</b>	<b>\$ 500,000</b>	<b>\$ 1,756,000</b>
Sub Totals:					\$ 19,488,000	\$ 3,680,000	\$ 21,309,000
Total Capital Projects:					\$ 44,477,000		

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