

# City of Laguna Niguel



**Adopted Operating Budget and  
Capital Improvement Program**

**Fiscal Year 2015-2016**

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**CITY OF LAGUNA NIGUEL**

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*Mayor and City Council*



Jerry McCloskey  
Mayor



Laurie Davies  
Mayor Pro Tem



Elaine Gennawey  
Council Member



Fred Minagar  
Council Member



Jerry Slusiewicz  
Council Member

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*City Staff*

Rod Foster  
City Manager

Daniel Fox  
Assistant City Manager

Stephen Erlandson  
Director of Finance

Eileen Gomez  
City Clerk

Nasser Abbaszadeh  
Public Works Director

Terry Dixon  
City Attorney

Jeffrey Gibson  
Community Development Director

Lt. Matthew Barr  
Chief of Police Services

Alison Giglio  
Parks & Recreation Director

## TABLE OF CONTENTS

<b>BUDGET MESSAGE</b> .....	i
<b>GENERAL INFORMATION</b>	
Organizational Chart.....	1
City of Laguna Niguel Profile.....	2
Demographic Overview.....	3
Personnel Summary by Department.....	4
Budget Adoption Resolution.....	10
Budget Preparation Timeline.....	12
Budget Process and Other Management Information.....	13
Financial Reserves Policy.....	16
Budget Account Structure.....	19
Classification of Funds.....	20
Glossary of Budget Terms.....	22
<b>FINANCIAL SUMMARIES</b>	
Summary of Estimated Revenues & Appropriations and Estimated Changes in Fund Balances.....	29
Resources and Expenditures.....	30
Schedule of Interfund Transfers.....	32
Aquatics Financial Summary.....	33
Skateboard and Soccer Park Financial Summary.....	34
Sea Country Senior and Community Center Financial Summary.....	35
<b>REVENUES</b>	
Overview of Estimated Revenues.....	36
Two-Year Comparison of Estimated Revenues by Fund.....	39
Revenue Detail.....	40

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## **TABLE OF CONTENTS**

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### **EXPENDITURES**

Two-Year Comparison of Appropriations by Fund.....	47
Appropriation Summary by Department/by Expenditure Type.....	48
Appropriation Summary by Fund/by Program/by Department/by Expenditure Type.....	49
Five-Year Overview of Departmental Appropriations.....	54
Five-Year Overview of Appropriations by Fund.....	55

### **PROGRAM AND DEPARTMENTAL DETAILS**

<b>GENERAL GOVERNMENT.....</b>	<b>56</b>
City Council.....	58
Special Events.....	63
City Manager.....	65
City Clerk.....	71
City Attorney.....	76
Finance.....	80
Non-Departmental.....	85
<b>PUBLIC SAFETY.....</b>	<b>87</b>
Police Services.....	91
Animal Control.....	94
Emergency Preparedness.....	96
<b>COMMUNITY DEVELOPMENT.....</b>	<b>98</b>
Administration.....	103
Planning.....	106
Building and Safety.....	109
Community Development Block Grant.....	111

## TABLE OF CONTENTS

<b>PUBLIC WORKS.....</b>	<b>113</b>
Administration.....	119
Engineering.....	122
Street Maintenance.....	124
Street Sweeping.....	126
Street Lighting.....	128
Median Maintenance.....	130
Slope Maintenance.....	132
Storm Drain/Water Quality.....	134
Metrolink Station.....	137
City Hall.....	139
<b>PARKS AND RECREATION.....</b>	<b>141</b>
Administration.....	146
Recreation Programs.....	149
Aquatics.....	152
Skateboard and Soccer Park.....	155
Sea Country Senior and Community Center.....	158
Parks Maintenance.....	161
Senior Transportation.....	164
<b>CAPITAL IMPROVEMENT PROGRAM</b>	
Capital Improvement Projects Summary by Fund/by Function.....	166
Capital Improvement Projects Summary by Fund/by Program.....	167
Chapparosa Park.....	170
Neighborhood Parks.....	171
Crown Valley Community Park.....	173
Sea Country Senior and Community Center.....	174
Trail Improvements.....	175
School Ground Improvements.....	176
Streets and Roads.....	177
Storm Drain Improvements.....	179
Miscellaneous.....	180



## CITY of LAGUNA NIGUEL

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## CITY COUNCIL

Laurie Davies  
Elaine Gennawey  
Jerry McCloskey  
Fred Minagar  
Jerry Slusiewicz

June 2, 2015

The Honorable Mayor and City Council  
City of Laguna Niguel, California

### **SUBJECT: Proposed FY 2015-2016 City Budget**

It is our pleasure to submit the proposed City Budget, Capital Improvement Program, and Work Program for FY 2015-2016. The proposed budget is a \$46.1 million package of services, programs, and projects for the benefit of Laguna Niguel residents and business owners. The proposed budget maintains all existing service levels and programs, and provides \$11.1 million in funding for the Annual Capital Improvement Program.

The proposed FY 2015-2016 City Budget estimates revenue from all funds, excluding other financing sources, to total \$42.9 million. Total revenue including other financing sources is expected to total \$46.1 million in FY 2015-2016. Staff is proposing the use of \$3.2 million in Capital Asset Replacement Reserves to fund the planning and design phase of the new Crown Valley Park Community Building, playground and synthetic turf replacements, and arterial paving projects in FY 2015-2016.

The FY 2015-2016 General Fund revenue estimate is \$38.4 million; a \$2.3 million increase over original current fiscal year estimates. The proposed FY 2015-2016 City Operating Budget is \$35.0 million, and represents a \$2.6 million increase from FY 2015-2016; due primarily to an increase in the Orange County Sheriff's contract related to the new Southeast Substation and a substantial increase in Building and Safety Services expenses related to development in the Gateway Project Area. The Building and Safety Services expenses are offset by a substantial increase in Building and Safety Fee revenue related to development in the Gateway.

The proposed FY 2015-2016 Capital Improvement Program is \$11.1 million. The focus of the Capital Improvement Program is continued funding for the Citywide Street Rehabilitation Program (arterial paving), Crown Valley Community Park Master Plan Improvements, Crown Valley Median Runoff Elimination, and funding for future Laguna Niguel Gateway Public Improvement Projects. On a General Fund basis, ongoing revenues exceed operating expenditures by \$5.3 million. Therefore, in the absence of the proposed expanded Capital Improvement Program, the City would be accruing a large savings each year. Once all Capital Improvement Projects are complete, e.g. Crown Valley Community Park Master Plan Improvements, overall reserves will begin to grow again based on the current economic climate.

## **FY 2015-2016 CITY BUDGET**

The proposed FY 2015-2016 City Budget incorporates an Annual Work Program and specific objectives for accomplishment during the fiscal year. This permits the Mayor and City Council to participate directly in the establishment of work priorities and assignments for the various departments and staff. From a policy perspective, the work program is a very important part of the adopted budget and is a reflection of the City Council's broad community goals.

### **BUDGET PHILOSOPHY AND OBJECTIVES**

Historically, the development of the Annual City Budget and Capital Improvement Program has been generally guided by the following conservative financial practices and philosophies:

- General Fund revenues and operating expenditures should balance on a “current” basis.
- The General Fund budget should include an operating contingency reserve to cover unanticipated revenue losses, expenditure increases, and mid-year budget adjustments.
- Interest earnings should be earmarked for one-time capital outlay appropriations, capital improvement projects, and other non-recurrent expenditures.
- The use of reserve funds should be limited to those capital improvement projects for which special designations have been established by the City Council and/or for which appropriations have been budgeted over a multi-year period.

These budgetary practices, coupled with the City's Financial Reserves Policy, have served the City well for many years. The proposed FY 2015-2016 City Budget fully adheres to these guiding principles. Therefore, we present a “balanced in, balanced out” fiscal budget for Council consideration.

### **REVENUE, EXPENDITURE AND PERSONNEL HIGHLIGHTS**

The proposed FY 2015-2016 City Budget contains a number of revenue and expenditure changes that are highlighted below:

### **REVENUES AND OTHER RESOURCES**

- Property tax revenue (including property tax in-lieu of VLF) is expected to increase by \$113,818 from FY 2014-2015 amended budget estimates. The actual change in FY 2014-2015 citywide assessed valuation was greater than originally estimated. The

## **FY 2015-2016 CITY BUDGET**

proposed FY 2015-2016 City Budget assumes nominal growth in Citywide assessed valuation of 1.5%.

- Sales tax revenue (including property tax in-lieu of sales tax) is estimated to remain flat from FY 2014-2015 amended budget levels. The estimate is based on current revenue trends. Staff will be able to provide revised estimates at Mid-Year Budget Review to account for new business growth, e.g. Nordstrom Rack.
- Interest revenue is expected to decrease by \$70,026 based on projected cash balances, the recent payoff of the City Manager's housing loan, and slight decreases in yields attributable to maturing higher yielding investments that are anticipated to be reinvested at lesser rates as a result of the low interest rate environment. \$7 million in investment securities, with yields ranging from 0.34% to 2.41%, will mature during FY 2015-2016. Current reinvestment rates range from approximately 0.28% (LAIF) to 1.58% (5-Year Treasury Note).
- Building and safety fee revenue is expected to increase by \$1.1 million due to the timing of building activity related to the Crestavilla Senior Living, Picerne Group, and Gateway Village projects.
- Rents and concessions revenue is expected to increase by \$10,778 from FY 2014-2015 amended budget estimates as a result of cell site lease revenue increases of 3% to 5%.
- The City is anticipating \$1.5 million in grants from the Orange County Transportation Authority (OCTA) for the Crown Valley Widening – Phase 3 Project (\$922,500) and for the Niguel Road portion of the Citywide Street Rehabilitation Program (\$500,000).
- The City will use approximately \$3.2 million of General Fund Capital Asset Replacement Reserves to fund the planning and design phase of the new Crown Valley Park Community Building, playground and synthetic turf replacements, and arterial paving projects in FY 2015-2016.

## **EXPENDITURES**

- \$421,123 has been appropriated in the Police Services Budget to cover increased Sheriff's Department contract costs due primarily to the allocation of charges related to the opening of the new Southeast Substation.
- \$500,000 has been appropriated as an operating contingency reserve for the City.

## **FY 2015-2016 CITY BUDGET**

### **CAPITAL IMPROVEMENT PROJECTS**

The proposed FY 2015-2016 Capital Improvement Program totals \$11.1 million. The general categories and proposed capital appropriations for FY 2015-2016 are listed below:

<b><u>Capital Expenditure Category</u></b>	<b><u>Amount</u></b>
Chapparosa Park	\$189,000
Neighborhood Parks	\$2,094,833
Crown Valley Community Park (Includes CVCP Community Building)	\$1,022,000
School Field/Facility Improvements	\$258,254
Streets and Roads	\$7,365,629
Storm Drain Improvements	\$20,000
Miscellaneous	\$183,025
<b>TOTAL</b>	<b><u>\$11,132,741</u></b>

### **FY 2015-2016 WORK PROGRAM HIGHLIGHTS**

The proposed FY 2015-2016 City Budget includes the following Annual Work Program. Among the most significant work program objectives proposed for FY 2015-2016 are:

- Completing construction of the:
  - Paseo De Colinas Bridge Seismic Retrofit Project.
  - Oso Creek Multi-Use Trail Project.
- Completing Major Street Sub Drain and Pavement Improvement Projects.
- Collaboration between the City Council, City Manager, Community Development, Public Works, and Parks and Recreation Departments on implementation of the Tier 2 and Tier 3 recreational improvements at Crown Valley Park.
- Monitoring and facilitating development of County land contiguous with City Hall.
- Providing quarterly “Laguna Niguel Disaster Ready” programs for City residents.
- Increasing the number of active Neighborhood Watch groups.

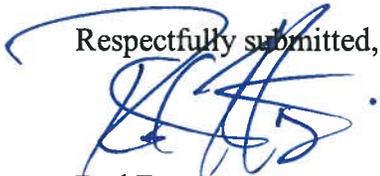
## FY 2015-2016 CITY BUDGET

### CONCLUSION

It is our professional opinion that the proposed FY 2015-2016 City Budget represents a responsible and sensible spending program for current economic conditions, while positioning and pointing the City toward the future. The proposed budget maintains all current programs and service levels and continues a significant annual investment in the maintenance of the City's streets, parks, and other capital assets. Furthermore, the proposed budget includes a continued investment in Crown Valley Community Park to continue the much needed renovation of the City's main recreational facility. The proposed budget also continues a process of annual funding set-asides for future public improvements in the LN Gateway Project area. Finally, the proposed FY 2015-2016 City Budget has been developed around the conservative financial practices and philosophies that have served the City well for the last 25 years.

We want to express our gratitude to the City Council for their wise and prudent stewardship of the City's financial resources. We also want to thank the Staff of the Finance Department specifically, as well as all City Staff, for their time and effort in developing the proposed FY 2015-2016 City Budget. On a daily basis, each Department recognizes the important role that other Departments play in the provision of City services and the continued maintenance and improvement of the City's quality of life.

Respectfully submitted,

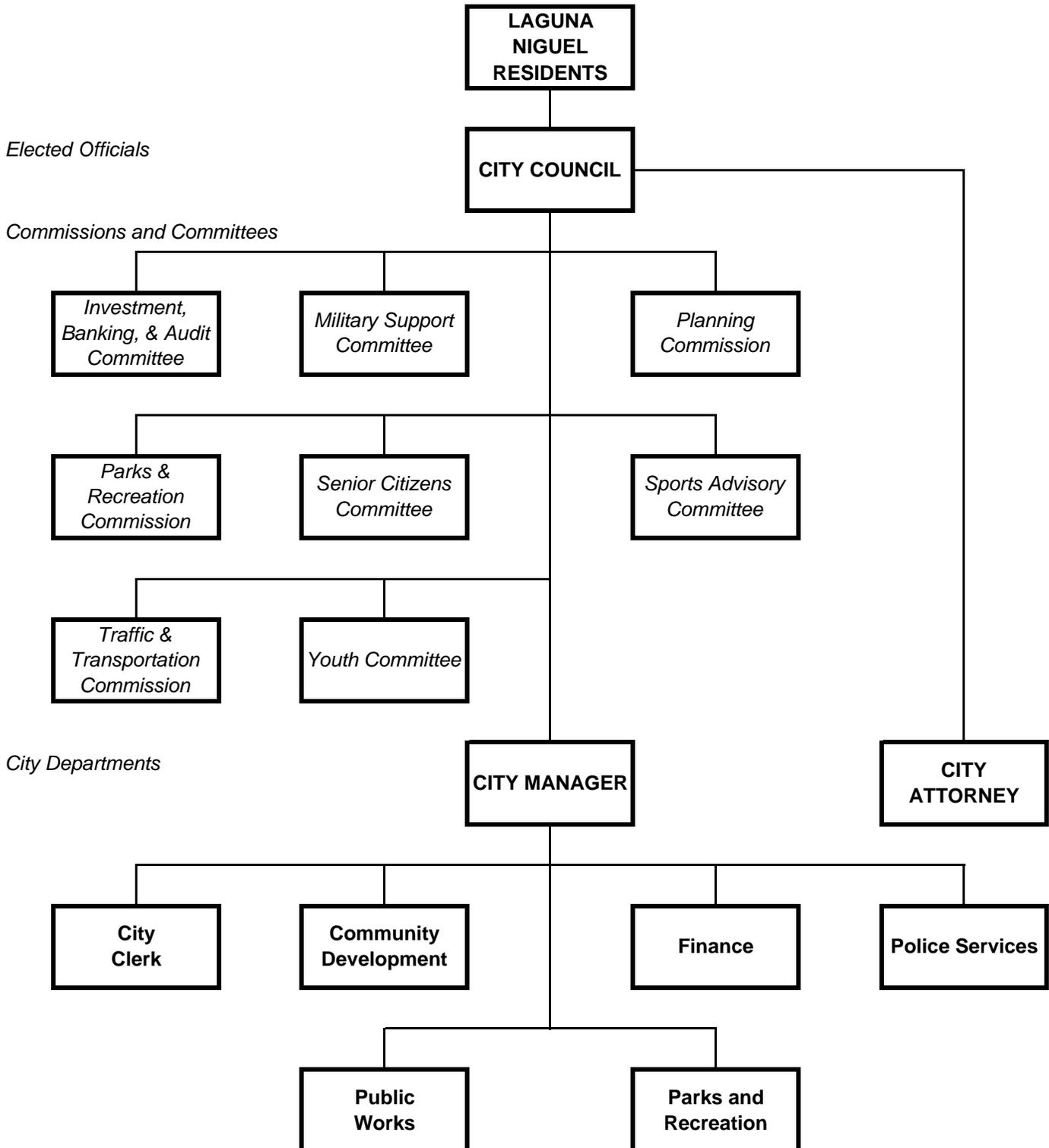


Rod Foster  
City Manager



Stephen Erlandson  
Director of Finance

# ORGANIZATIONAL CHART



## CITY OF LAGUNA NIGUEL PROFILE

Laguna Niguel is a 14.72 square mile planned community in South Orange County, California and is located halfway between Los Angeles and San Diego. It is surrounded by the cities of Aliso Viejo, Dana Point, Laguna Beach, Laguna Hills, Mission Viejo and San Juan Capistrano. It is a General Law city with municipal elections in November of even numbered years.

The City's residents enjoy a strong retail and commercial environment. Seventy two percent (72%) of Laguna Niguel's 26,187 housing units are owner occupied.

Existing and planned use of Laguna Niguel's 9,456 acres includes 3,549 acres residential, 276 acres commercial, 223 acres mixed uses, 222 acres public/institutional facilities and 3,650 acres designated to parks and open space. Over one-third of Laguna Niguel is designated as open space. This significant amount of open space is one of the key features defining the character and urban form of the City. The City has two community parks, 23 neighborhood parks, three mini-parks, one dog park, two county regional parks, two small county parks, and a skate park.

The name "Laguna Niguel" is derived from the Spanish word "Laguna," which means lagoon, and the word "Nigueli," which was the name of a Juaneno Indian village once located near Aliso Creek. In 1821, California became Mexican territory and many rancheros were formed in Southern California, including Rancho Niguel. During this period, Rancho Niguel was primarily used as a sheep ranch. The first private landowner of the area was Juan Avila, a resident of San Juan Capistrano, who obtained land through a Mexican land grant in 1842. Juan Avila was also successful in re-establishing his title to the land after California became US territory in 1848 and remained the owner of "Rancho Niguel" until 1865.

In 1895, the "Rancho Niguel" land became part of the Moulton Company, a company that would eventually control over 19,000 acres of local ranch land.

The genesis of today's Laguna Niguel was the establishment of the Laguna Niguel Corporation in 1959 by Cabot, Cabot and Forbes, making it one of the first master planned communities in California. The firm of Victor Gruen and Associates was retained to develop a detailed community plan for the approximately 7,100-acre site. Land sales started to occur in 1961 in Monarch Bay and Laguna Terrace subdivisions. Avco Community Developers, Inc. acquired the Laguna Niguel Plan in 1971 and initiated development as set forth in the original Master Plan.

During the early years of development in Laguna Niguel, the Laguna Niguel Homeowners Association, later to become the Laguna Niguel Community Council, served in an advisory capacity to the Orange County Board of Supervisors on land use issues.

In 1986, Laguna Niguel residents, looking for local governance, took the first step toward cityhood by forming a Community Services District. Three years later, on November 7, 1989, 89% of the voters favored incorporation and on December 1, 1989, Laguna Niguel became the 29th city in Orange County.

## DEMOGRAPHIC OVERVIEW

### POPULATION

Total Population:	65,049
Growth Rate 2010-2014:	3.29
Average Household Size:	2.58
Median Age:	43.7
Average Household Income:	\$ 132,226

### HOUSING

Number of Dwelling Units:	26,187
Owner occupied:	18,065
Renter occupied:	7,038
Median Home Price:	\$ 642,634
Median Rental Rate:	\$ 1,350

### BUSINESS

Total Employed:	33,390
Not in Labor Force:	17,327

Largest Employers:	
• Costco Wholesale Corporation:	500 employees
• Wal-Mart Stores Inc:	280 employees
• Home Depot USA:	200 employees
• Interface Associates, Inc:	175 employees
• First Team Real Estate:	140 employees

### EXISTING SPACE AVAILABLE

Office:	225,140 SF
Retail:	92,913 SF

### EDUCATION

Some College:	21.61%
Associate's Degree:	8.88%
Bachelor's Degree:	33.56%
Master's Degree:	13.06%
Doctorate Degree:	2.31%

Information has been collected from sources deemed reliable including: US Census, ESRI, GCR Marketing Network, Claritas, HDL, and City, State & County data.

**PERSONNEL SUMMARY BY DEPARTMENT**

<i>Department</i>	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted
<b>CITY COUNCIL</b>					
Council Member	5.0	5.0	5.0	5.0	5.0
Council Liaison/Communications Officer	-	1.0	1.0	-	-
Executive Secretary	1.0	-	-	0.5	0.5
<b>TOTAL</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>5.5</b>	<b>5.5</b>
<b>CITY MANAGER</b>					
City Manager	1.0	1.0	1.0	1.0	1.0
Assistant City Manager	-	-	0.5	1.0	1.0
Human Resources Manager	-	-	-	1.0	1.0
Deputy City Manager	0.5	0.5	0.5	-	-
Communications Officer	-	-	-	1.0	1.0
Community Liaison	1.0	1.0	1.0	-	-
Executive Secretary	-	-	-	0.5	0.5
Management Assistant/Analyst	1.0	1.0	1.0	-	-
Administrative Secretary	0.5	0.5	0.5	-	-
<b>TOTAL</b>	<b>4.0</b>	<b>4.0</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>
<b>CITY CLERK</b>					
City Clerk	-	-	1.0	1.0	1.0
Deputy City Clerk	1.0	1.0	1.0	1.0	1.0
Clerk Typist	1.0	1.0	1.0	-	-
Administrative Secretary	0.5	0.5	0.5	-	-
<b>TOTAL</b>	<b>2.5</b>	<b>2.5</b>	<b>3.5</b>	<b>2.0</b>	<b>2.0</b>

**PERSONNEL SUMMARY BY DEPARTMENT**

<i>Department</i>	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted
<b>FINANCE</b>					
Director of Finance	1.0	1.0	1.0	1.0	1.0
Finance Manager	-	-	-	1.0	1.0
Purchasing Manager	-	-	-	1.0	1.0
Budget and Accounting Officer	1.0	1.0	1.0	-	-
Senior Accountant	-	-	-	1.0	1.0
Accountant	1.0	1.0	1.0	-	-
Senior Account Clerk	1.0	1.0	1.0	1.0	1.0
Account Clerk	-	-	1.0	1.0	1.0
IT Network Administrator	1.0	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<b>5.0</b>	<b>5.0</b>	<b>6.0</b>	<b>7.0</b>	<b>7.0</b>
<b>PUBLIC SAFETY</b>					
Management Analyst	1.0	1.0	1.0	1.0	1.0
Secretary	-	-	-	1.0	1.0
<b>TOTAL</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>2.0</b>	<b>2.0</b>
<b>COMMUNITY DEVELOPMENT</b>					
Assistant City Manager	-	-	0.5	-	-
Community Development Director	1.0	1.0	-	1.0	1.0
Planning Manager	1.0	1.0	1.0	1.0	1.0
Grading Engineer	1.0	1.0	1.0	1.0	1.0
Environmental Programs Mgr./Landscape Architect	0.2	0.2	0.2	0.5	0.5
Senior Planner	3.0	3.0	3.0	3.0	3.0
Associate/Assistant Planner	2.0	2.0	2.0	2.0	2.0
Code Enforcement Officer	2.0	2.0	2.0	2.0	2.0
Building Permit Technician	1.0	1.0	1.0	1.0	1.0
Administrative Secretary	1.0	1.0	1.0	1.0	1.0
Secretary	1.0	1.0	1.0	1.0	1.0
Account Clerk	-	-	-	1.0	1.0
<b>TOTAL</b>	<b>13.2</b>	<b>13.2</b>	<b>12.7</b>	<b>14.5</b>	<b>14.5</b>

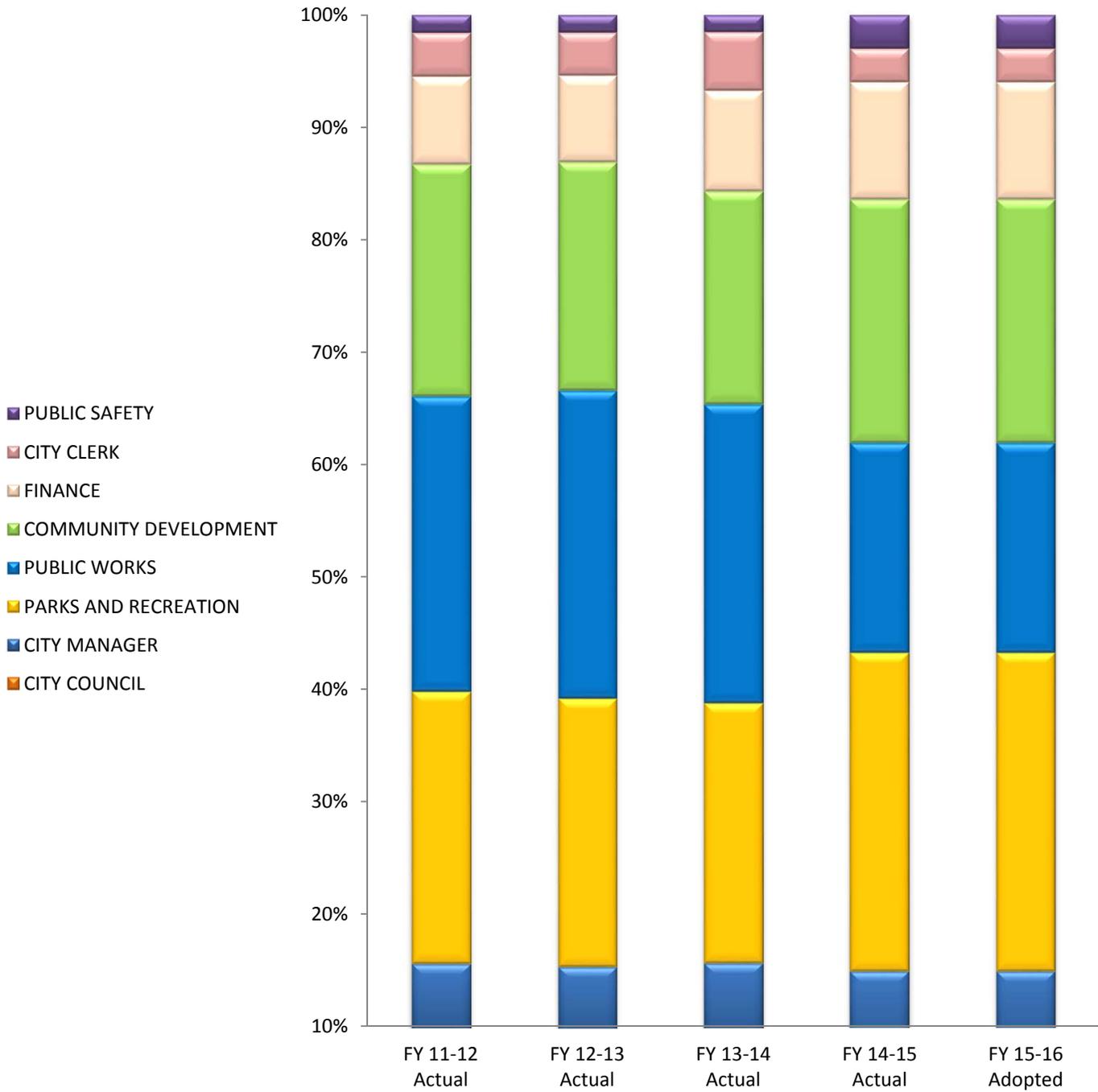
**PERSONNEL SUMMARY BY DEPARTMENT**

<i>Department</i>	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted
<b>PUBLIC WORKS</b>					
Public Works Director	1.0	1.0	1.0	1.0	1.0
Deputy Public Works Director	1.0	1.0	1.0	1.0	1.0
Senior Civil Engineer	1.0	1.0	1.0	1.0	1.0
Environmental Programs Mgr./Landscape Architect	0.8	0.8	0.8	0.5	0.5
Parks and Landscape Maintenance Superintendent	-	1.0	1.0	0.5	0.5
Landscape Maintenance and Contracts Supervisor	1.0	-	-	-	-
Park Maintenance and Contracts Supervisor	1.0	-	-	-	-
Assistant/Associate Civil Engineer	1.0	1.0	1.0	1.0	1.0
Building and Facilities Supervisor	-	1.0	1.0	0.5	0.5
Building and Facilities Coordinator	1.0	-	-	-	-
Building and Facilities Specialist	1.0	1.0	1.0	-	-
Senior Public Works Inspector	3.0	2.0	2.0	1.0	1.0
Public Works Inspector	2.0	2.0	2.0	2.0	2.0
Engineering Technician	-	1.0	1.0	1.0	1.0
Landscape Maintenance Inspector	-	2.0	2.0	1.0	1.0
Maintenance Worker	1.0	1.0	1.0	1.0	1.0
Administrative Secretary	1.0	1.0	1.0	1.0	1.0
Secretary	1.0	1.0	1.0	-	-
<b>TOTAL</b>	<b>16.8</b>	<b>17.8</b>	<b>17.8</b>	<b>12.5</b>	<b>12.5</b>

**PERSONNEL SUMMARY BY DEPARTMENT**

<i>Department</i>	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted
<b>PARKS AND RECREATION</b>					
Parks and Recreation Director	-	-	-	1.0	1.0
Deputy City Manager	0.5	0.5	0.5	-	-
Deputy Director of Recreation	1.0	1.0	1.0	-	-
Recreation Manager	-	-	-	1.0	1.0
Parks and Landscape Maintenance Superintendent	-	-	-	0.5	0.5
Building and Facilities Supervisor	-	-	-	0.5	0.5
Aquatics Supervisor	1.0	1.0	1.0	1.0	1.0
Head Lifeguard	1.0	1.0	1.0	1.0	1.0
Recreation Supervisor	3.0	3.0	3.0	4.0	5.0
Recreation Coordinator	3.0	3.0	3.0	3.0	2.0
Recreation Clerk	2.0	2.0	2.0	1.0	1.0
Building and Facilities Specialist	-	-	-	1.0	1.0
Landscape Maintenance Inspector	-	-	-	1.0	1.0
Maintenance Worker	2.0	2.0	2.0	2.0	2.0
Administrative Secretary	1.0	1.0	1.0	1.0	1.0
Secretary	1.0	1.0	1.0	1.0	1.0
<b>TOTAL</b>	<b>15.5</b>	<b>15.5</b>	<b>15.5</b>	<b>19.0</b>	<b>19.0</b>
<b>TOTAL BUDGETED POSITIONS</b>	<b>64.0</b>	<b>65.0</b>	<b>67.0</b>	<b>67.0</b>	<b>67.0</b>

**PERSONNEL SUMMARY BY DEPARTMENT**



**PERSONNEL SUMMARY BY DEPARTMENT**

**RECAP OF RECOMMENDED POSITION CHANGES FOR FY 2015-16**

<b>Add:</b>		<b>Remove:</b>	
Recreation Supervisor - Skatepark	1.0	Recreation Coordinator - Skatepark	1.0
<b>Total</b>	<b>1.0</b>	<b>Total</b>	<b>1.0</b>

**RESOLUTION NO. 2015-1164**

**RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF LAGUNA NIGUEL, CALIFORNIA,  
APPROVING THE CITY OPERATING BUDGET  
AND CAPITAL IMPROVEMENT PROGRAM  
FOR THE FISCAL YEAR 2015-2016**

**WHEREAS**, the City Manager submitted for the consideration of the City Council a proposed City Operating Budget and City Capital Improvement Program for FY 2015-2016; and

**WHEREAS**, one (1) public hearing and one (1) budget workshop were duly scheduled, and held, and there was an opportunity for all persons to be heard and their suggestions or objections carefully considered.

**NOW, THEREFORE**, the City Council of the City of Laguna Niguel hereby resolves as follows:

1. The City Council has reviewed the proposed Operating Budget and Capital Improvement Program and the funds included therein for the period July 1, 2015 through June 30, 2016, and hereby finds that such budgets, as revised, are sound plans for the financing during FY 2015-2016 of required City operations, services, and capital improvements. Such budgets are hereby adopted as follows:

<u>Programs</u>	<u>FY 2015-2016 Budget</u>
General Government	\$ 5,032,683
Community Development	3,918,266
Public Safety	11,992,093
Public Works	7,341,619
Parks and Recreation	<u>6,666,999</u>
Subtotal	<u>\$34,951,660</u>
<u>Capital Improvement Program</u>	
Parks & Recreation	\$ 3,564,087
Public Works	<u>7,568,654</u>
Subtotal	<u>\$11,132,741</u>
Total appropriations	<u>\$46,084,401</u>

2. Encumbrances at the end of FY 2014-2015 will be re-appropriated for continued use in FY 2015-2016.
3. All capital project appropriation balances that existed at the end of FY 2014-2015 will be re-appropriated for continued use in FY 2015-2016.
4. The City Manager is authorized to make appropriation transfers within functions and programs as long as the transfer does not increase the adopted annual budget appropriations.
5. Staff is directed to ensure that the final adopted budget documents containing the Operating Budget and the Capital Improvement Budget for FY 2015-2016 shall contain all revisions made by the City Council.

**PASSED, APPROVED AND ADOPTED** this 2nd day of June, 2015.



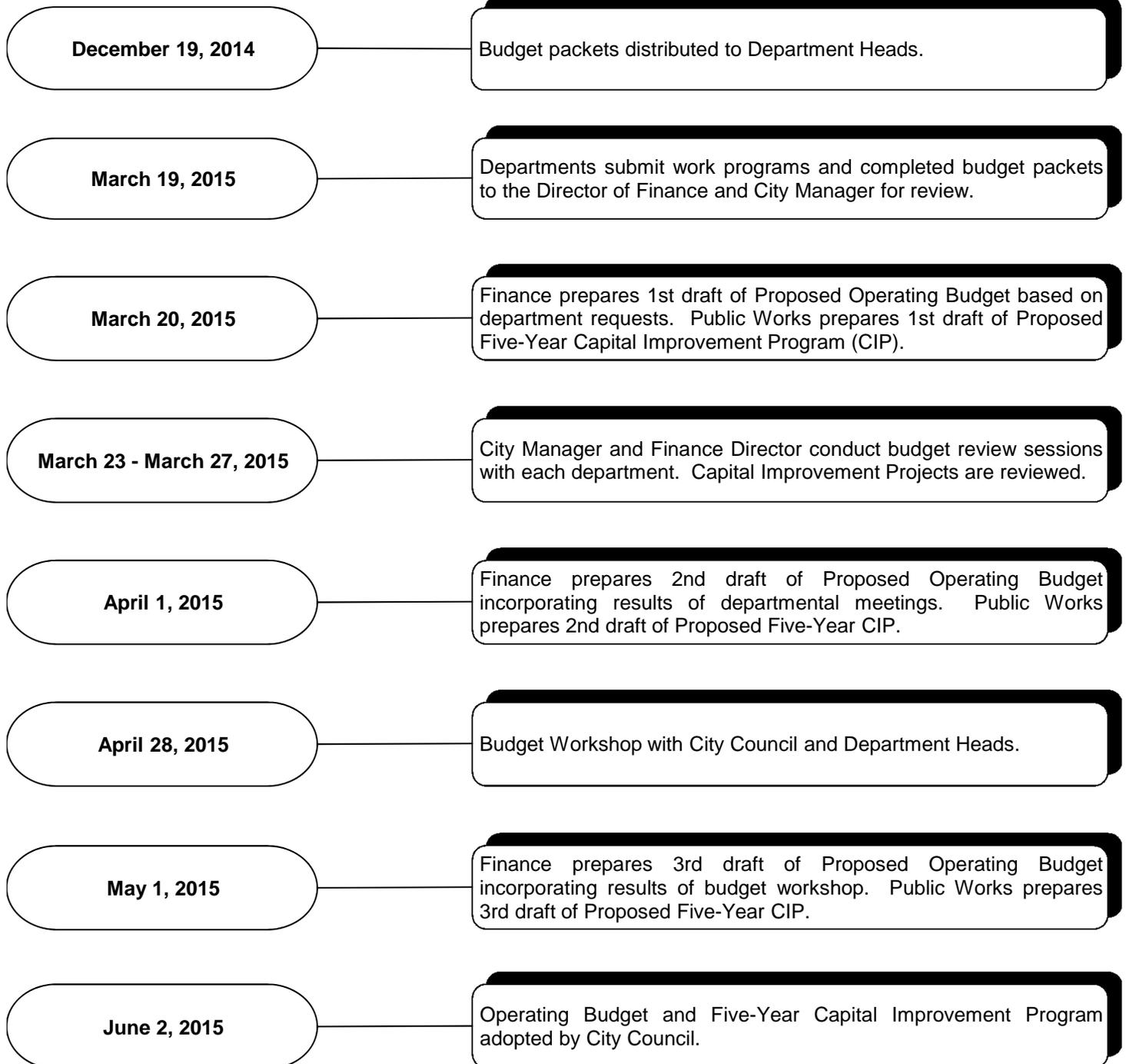
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Jerry McCloskey, Mayor

ATTEST:



\_\_\_\_\_  
Eileen C. Gomez  
City Clerk

## BUDGET PREPARATION TIMELINE



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## BUDGETARY PROCESS AND OTHER MANAGEMENT INFORMATION

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### THE BUDGET PROCESS

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One objective of the budget process is to allocate financial resources to various work activities over a specified period of time for the City of Laguna Niguel. This time period is the City's fiscal year, which begins on July 1 and ends the following June 30. Another objective of the budget process is to review the prior year's departmental performance measures and modify them as appropriate. The preparation of the budget document begins in December – seven months before it is put into operation.

Beginning in December, each department assesses its current activities, updates performance measures, and reviews its spending records provided through the City's accounting system. This information is used as a base for developing the following year's plan. Program managers confer with their department directors to develop a work plan and to estimate necessary financing. Revenue estimates are developed by the Finance Department, along with other departments that generate fees and/or charges. In March, the departments' work programs and justifications for proposed expenditures are presented to the City Manager for review.

Throughout March and April, the Finance Department and the City Manager work with departments to gather all budgetary information. The City Manager's recommendations are then incorporated into the proposed budget document. The draft working budget is submitted to the City Council by mid-April as a matter of practice. After the Mayor and Council Members have reviewed the draft working budget, the City Manager, Finance Department staff, and Department Directors participate in formally presenting the budget to the City Council and the citizens of Laguna Niguel at the annual budget workshop held at the end of April. Budget documents are available to the general public and the citizens of Laguna Niguel on the Internet and in the City Clerk's office.

Following the budget workshop, Mayor and City Council comments are incorporated into the proposed budget. The final proposed budget is then brought back to the Mayor and City Council for adoption at the first regularly scheduled City Council meeting in June.

City departments are required to monitor their budgets and spend only amounts allocated by the Mayor and City Council. However, during the year, unforeseen costs may arise which cannot be accommodated within the original adopted budget. For these circumstances, the City Manager may recommend budget modifications to the Mayor and City Council for consideration. At any meeting after the adoption of the budget, appropriations may be modified and/or transferred by a majority vote of the City Council.

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## BUDGETARY PROCESS AND OTHER MANAGEMENT INFORMATION

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### THE CAPITAL IMPROVEMENT BUDGET

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The separate Five-Year Capital Improvement Program (CIP) for FY 2016-20 is presented to the Mayor and City Council as part of the budget process. The Five-Year CIP is the first step in planning beyond the one-year horizon that traditionally is used in budgeting processes. In essence, it forces an assessment of longer-term needs that will ultimately address the community's needs. It provides the impetus for planning the use of resources over an extended period of time, often a need due to the requirement to use multiple years of funding to accomplish large project goals. The Five-Year CIP process encourages the development of a philosophy of planning for, and then checking the status of the plan – thus establishing accountability on the part of project managers. The Five-Year CIP process essentially results in a “what gets approved by the Council, gets measured, gets done” approach to timely and cost effective project completion. The first year CIP funding recommendations are included in this adopted budget.

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### BASIS OF ACCOUNTING AND BUDGETING

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Annual budgets are legally adopted for all General, Special Revenue, Capital Projects, and Internal Service funds on a basis consistent with generally accepted accounting principles.

With the exception of government-wide financial statements prepared in accordance with GASB 34, the City uses the modified-accrual basis for accounting and budgeting of Governmental Fund types which are: General, Special Revenue, and Capital Projects Funds. Under the modified-accrual basis of accounting, revenues are recognized in the accounting period in which they become available and measurable. Those revenues treated as susceptible to accrual primarily consist of taxes, interest, and grant revenues for which reimbursement requests are expenditure-driven. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable.

In all presentations, the City uses the accrual basis for accounting and budgeting of its Proprietary Fund type, which is an Internal Service Fund. Revenues are recognized when earned, and expenses are recognized when incurred.

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### DEBT MANAGEMENT

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As a general law city, the City of Laguna Niguel cannot incur general obligation bonded indebtedness which exceeds 15% of total assessed valuation of all real and personal property within the City. **The City of Laguna Niguel currently has no general obligation indebtedness.**

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## BUDGETARY PROCESS AND OTHER MANAGEMENT INFORMATION

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### LEGAL DEBT MARGIN

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Based on the estimated Fiscal Year 2015-16<sup>1</sup> assessed value of real and personal property within the City of Laguna Niguel, the legal debt margin is calculated as follows.

Total assessed value of all real and personal property	\$	13,536,268,160
Legal debt limit - 15% of total assessed valuation <sup>2</sup>	\$	2,030,440,224
Amount of debt applicable to limit	\$	-
Legal debt margin	\$	<u>2,030,440,224</u>
Percentage of legal debt limit authorized		0%

<sup>1</sup> Assumes growth in assessed valuation of 2.0% versus Fiscal Year 2014-15.

<sup>2</sup> Legal debt limit set by Government Code.

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### GANN LIMIT

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Pursuant to Article XIII B of the California Constitution (known as the Gann Limit), the City must compute an annual appropriations limit. In June 1990 the California voters approved Proposition 111, which amended Article XIII B and provided for a greater selection of factors used in determining annual adjustments to the limit. The factors used include the change in the California per capita personal income combined with the change in population of the jurisdiction's county or the change in the population of the City; whichever is higher. The calculation using these new factors began with the base year of Fiscal Year 1987-88, as provided for in the Proposition 111 amendments.

The City's appropriations limit for Fiscal Year 2015-16 is established at \$182,876,758, a 4.9% increase over Fiscal Year 2014-15. The City's eligible appropriations for Fiscal Year 2015-16 are approximately \$34.9 million, substantially under the limit of \$182.9 million. Additional appropriations to the budget funded by non-tax sources such as service charges, restricted revenues from other agencies, grants, or beginning fund balances would be unaffected by the appropriations limit. However, any supplemental appropriations funded through increased tax sources would be subject to the appropriations limit. The City has never exceeded the limit and voter approval to expend the monies was received.

## **City of Laguna Niguel Financial Reserves Policy**

### **Background and Purpose**

Fiscal stability is an important factor for all cities. Sound financial management includes the practice and discipline of maintaining adequate reserve funds for known and unknown contingencies. Such contingencies and occurrences include, but are not limited to:

- Cash flow requirements
- Economic uncertainties including downturns in the local, state or national economy
- Local emergencies and natural disasters
- Loss of major revenue source
- Unanticipated operating or capital expenditures
- Uninsured losses
- Tax refunds
- Future capital projects
- Vehicle and equipment replacement
- Capital asset and infrastructure repair and replacement

The establishment of prudent financial reserve policies is important to ensure the long-term financial health of the City.

### **Applicability**

This policy will apply to the City General Fund.

### **Reserve for Financial and Economic Uncertainty**

The City will maintain a Reserve for Financial and Economic Uncertainty equal to no less than 50% of annual General Fund operating expenditures and transfers. City Council approval shall be required before expending any portion of the Reserve for Financial and Economic Uncertainty. Unforeseen circumstances that may require an expenditure of such amounts include, but are not limited to natural disasters, unforeseen deficiencies of a major revenue source, or unexpected operating or capital expenditures.

If any circumstances noted above occur, and the Reserve for Financial and Economic Certainty falls below the City Council policy designated level of 50% of annual General Fund operating expenditures and transfers, all excess Unassigned fund balance in future years shall first be used to replenish the Reserve for Financial and Economic Uncertainty until it reaches the policy designated level of 50% of General Fund operating expenditures and transfers. The City Council shall replenish the Reserve for Financial and Economic Uncertainty prior to expending Unassigned fund balance for other purposes.

**City of Laguna Niguel  
Financial Reserves Policy**

**Reserve for Compensable Accrued Unused Vacation and Sick Leave**

The City will maintain a Reserve for Compensable Accrued Unused Vacation and Sick Leave based on estimated long-term liabilities on June 30 of each fiscal year.

**Reserve for Other Post-Employment Benefits**

The City will maintain a Reserve for Other Post-Employment Benefits (OPEB) equal to 60% of the OPEB liability on June 30 of each fiscal year.

**Reserve for Capital Assets and Infrastructure Replacement**

The City will maintain a Reserve for Capital Assets and Infrastructure Replacement. After allocating General Fund fund balance to the Reserve for Financial and Economic Uncertainty and City Council designated projects and purposes, any remaining fund balance shall be apportioned to the Reserve for Capital Assets and Infrastructure Repair and Replacement as follows: 75% to Streets and 25% to Other Capital Assets and Infrastructure. It is the long-term goal of the City to build and maintain this reserve in an amount equal to the estimated replacement cost of all City capital assets at the end of their design life and to use this reserve for such replacement.

Allocations to the Reserve for Capital Assets and Infrastructure Replacement will be suspended for FY 2014-15 through FY 2018-19. Allocations that would have been made at the end of those fiscal years shall instead be allocated to the Reserve for Crown Valley Community Park Master Plan Improvements until such time that budgeted appropriations and reserves are determined by the City Council to be sufficient to fund the Crown Valley Community Park Master Plan Improvements on an all-cash basis.

**Reserve for Crown Valley Community Park Master Plan Improvements**

The City will fund a Reserve for Crown Valley Community Park Master Plan Improvements until such time that budgeted appropriations and reserves are determined by the City Council to be sufficient to fund the Crown Valley Community Park Master Plan Improvements on an all-cash basis.

**City Council Designation of Reserves**

The City Council may designate portions of General Fund unreserved fund balance for future capital projects, continuing or carry-over appropriations from prior fiscal years for operating or capital expenditures, or any other municipal purpose that the City Council deems prudent or necessary.

**City of Laguna Niguel  
Financial Reserves Policy**

**Annual Adjustment of Reserve Levels**

Reserve levels will be adjusted annually in accordance with this policy. Reserve levels will be set at the end of each fiscal year in conjunction with the preparation of the City annual financial statements.

**Annual Review of Policy**

The City Council shall annually review the Financial Reserve Policy, and consider such changes, if any, that it deems appropriate. Such review shall occur in conjunction with the review and adoption of the annual City Budget and Capital Improvement Program.

**Comprehensive Annual Financial Report**

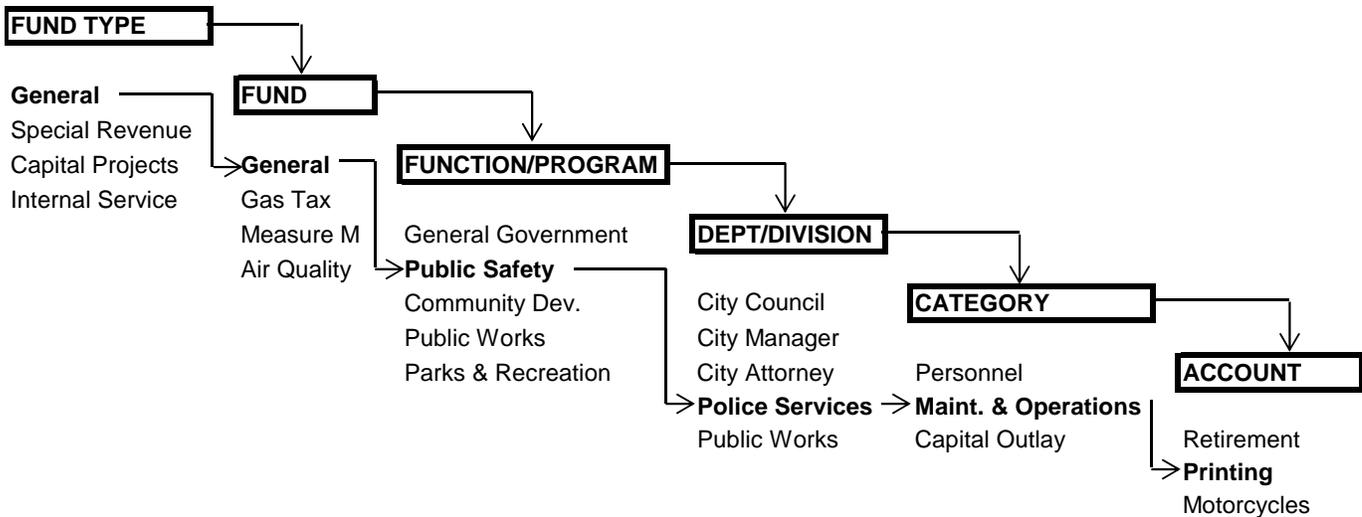
In accordance with generally accepted accounting principles and practices, all classifications of General Fund fund balance will appear in the Notes to Financial Statements of the Comprehensive Annual Financial Report and be classified in accordance with GASB 54.

## BUDGET ACCOUNT STRUCTURE

As illustrated below, the City's highest level of reporting is Fund Type. For budgeting purposes, the City uses four (4) Fund Types. Included in each Fund Type may be several Funds - the next level of reporting. For example, the Special Revenue Fund Type includes eight (8) funds of which only three are reflected below. Each Fund has at least one subordinate level, designated as a Function of government (e.g., Public Works), and within each Function there is a minimum of one Department/Division (e.g., Public Works Department – Street Sweeping).

The number of Departments within a Fund, as well as the number of subordinate levels of Divisions within a Department depends on the management control needed to effectively monitor expenditures. Divisions assist management and citizenry in assessing the cost of providing a service. Finally, similar expenditure types are grouped at the Category level. For example, salaries and benefits are grouped together in the Category level as "Personnel"; office supplies, advertising, equipment maintenance, etc., are grouped together in the Category level "Maintenance & Operations".

Using General as the Fund Type, the following is an example of the flow of reporting from the highest level of budget reporting (Fund Type) to the lowest or most detailed level of budget reporting (Account).



## CLASSIFICATION OF FUNDS

The accounts of the City are organized on the basis of funds. A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts recording resources, together with all related liabilities, obligations, and equities, which are segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The City currently uses the following funds:

### GENERAL FUND

The General Fund is used to account for the financial resources and expenditures associated with most City operations where revenue is not required to be recorded in a separate fund. Revenues collected in the General Fund are not restricted as to the program or purpose they may be spent upon. They are derived primarily from taxes - property tax, sales and use tax, and transient occupancy tax. These taxes account for approximately 68% of all General Fund revenues. Other General Fund revenue sources include licenses and permits; fines and forfeitures; use of money and property, intergovernmental revenues, charges for services; and other miscellaneous revenues.

### SPECIAL REVENUE FUNDS

**Gas Tax Fund** - Accounts for revenues received and expenditures made for general street maintenance. Financing is provided by the City's share of state gasoline taxes collected under the Street and Highway Code, Sections 2103, 2105, 2106, 2107 and 2107.5. Sections 2103, 2105, 2106, and 2107 revenue can be used for street maintenance and construction, while Section 2107.5 revenue is restricted to street engineering activities.

**Measure "M" Fund** - Accounts for revenues received and expenditures made for street improvement and maintenance. Financing is provided by the City's allocation of County Measure M funds.

**Prop 1B Fund** - Accounts for revenues received and expenditures made for street improvements. Financing is provided by the City's allocation of State Proposition 1B funds.

**Air Quality Improvement Fund** - Accounts for revenues received under AB2766 and expenditures made for air quality improvements. AB2766 was enacted to authorize air pollution control districts to impose fees on motor vehicles. The California Department of Motor Vehicles collects the fees by assessing an amount on each registered vehicle in the South Coast District. This fee is distributed by the South Coast Air Quality Management District to local governments on a prorated basis based on population in the area.

## CLASSIFICATION OF FUNDS

**Law Enforcement Fund** - Accounts for various law enforcement revenues received and expenditures made including: the addition of one motorcycle patrol officer and other certain law enforcement and crime prevention expenditures in the Police Services Department. Financing is provided by the State of California's Citizens Options for Public Safety (COPS) program and the Regional Narcotics Suppression Program.

**Community Development Block Grant Fund** - Accounts for revenues received and expenditures made for Community Development Block Grant eligible grants and capital projects. Financing is provided by the U.S. Department of Housing and Urban Development.

**Miscellaneous Grants Fund** - Accounts for revenues received and expenditures made for various City projects fully or partially funded by outside grants. Funding sources include the State of California and the Orange County Transportation Authority (OCTA).

### CAPITAL PROJECTS FUND

The City Capital Projects Fund accounts for expenditures relating to the City's individual capital projects. It is used to account for capital improvements such as the construction, repair, and upgrade of City facilities; streets; storm drains; sewers; and park facilities.

### INTERNAL SERVICE FUNDS

**Vehicle Replacement Fund** - Contains cost reimbursements from departments that utilize the City's Fleet Services Division for maintenance of vehicles and equipment. Also included in this fund are reimbursed rental charges for vehicles assigned to particular departments. Maintenance charges are based on historical records of the particular vehicle, and rental charges are based on the estimated future replacement value of the vehicle.

## GLOSSARY OF BUDGET TERMS

**Accountability.** The state of being obliged to explain one's actions, to justify what one does. Accountability requires governments to answer to the citizenry -- to justify the raising of public resources and the purposes for which they are used.

**Accrual Basis.** Revenues are recognized when earned, and expenses are recognized when incurred.

**Appropriated Budget.** The expenditure authority created by the appropriation bills or ordinances, which are signed into law, and the related estimated revenues. The appropriated budget would include all reserves, transfers, allocations, supplemental appropriations, and other legally authorized legislative and executive changes.

**Appropriation.** Amount of money budgeted for a given program. Appropriations do not mean the money will be fully expended, but are the means by which legal authority is given to expend public monies.

**Assets.** Property which has monetary value and is owned by a government.

**Audit.** A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to: (1) ascertain whether financial statements fairly present financial position and results of operations; (2) test whether transactions have been legally performed; (3) identify areas for possible improvements in accounting practices and procedures; (4) ascertain whether transactions have been recorded accurately and consistently; and (5) ascertain the stewardship of officials responsible for governmental resources.

**Balanced Budget.** A budget in which available resources exceed or equal expenditures.

**Basis of Accounting/Budgeting.** A term used to refer to when revenues, expenditures, expenses and transfers – and the related assets and liabilities – are recognized in the accounts and reported in the financial statements.

**Budget.** A plan of financial and program operation which lists appropriations and the means of financing them for a given time period.

**Budget Adoption.** Formal adoption by the City Council which sets the spending path for the year.

**Budget Calendar.** The schedule of key dates or milestones that a government follows in the preparation and adoption of the budget.

## GLOSSARY OF BUDGET TERMS

**Budgetary Control.** The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

**Capital Improvements.** New, replacement, or improved infrastructure which has a minimum life expectancy of five years and a minimum expense of \$5,000. However, some capital projects fall outside this definition, for example: one-time expenditures for initial studies that are associated with other capital improvement projects.

**Capital Outlay.** A budget category which accounts for all furniture and equipment having a unit cost of \$500 or more and a useful life of more than one year. (See "Expenditure Categories".)

**Category.** A summary of account detail within the budget account structure level. For example, salaries and benefits are grouped together in the Category level as "Personnel"; office supplies, printing, equipment maintenance, etc., are grouped together in the Category level "Maintenance & Operations".

**Charges for Services.** Fees imposed upon users of services provided by the City.

**Continuing Appropriation.** An appropriation that, once established, is automatically renewed without further legislative action, period after period, until altered or revoked.

**Contingency.** A budgetary reserve set aside for emergencies or unanticipated expenditure and/or revenue shortfalls.

**Department.** An organizational unit comprised of divisions. Each department is managed by a single director.

**Depreciation.** Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of physical elements, inadequacy, or obsolescence.

**Encumbrances.** Financial commitments related to unperformed services or contracts for goods for which part of an appropriation has been reserved.

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

## GLOSSARY OF BUDGET TERMS

**Expenditure Categories.** The individual expenditure accounts used to record each type of expenditure are categorized into groups of similar types. For budgeting purposes, objects of expenditure are categorized into groups of similar types of expenditures called major categories of expenditure. The principal objects of expenditure used in the budget are:

- **Personnel.** Salaries and fringe benefits paid to City employees. Includes items such as health/dental insurance, retirement contributions, and other benefits.
- **Maintenance and Operations.** Supplies and other materials/services used in the normal operations of City departments. Includes items such as books, chemicals and construction materials, consultant contracts, printing, travel, and utilities.
- **Capital Outlay.** A budget category which budgets all equipment having a unit cost of more than \$500 and an estimated useful life of more than one year. This includes furniture, automobiles, machinery, equipment, and other types of fixed assets.

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

**Fee.** The payment for direct receipt of a public service by the party who benefits from the service.

**Fiscal Year.** A twelve-month period of time used for budgeting, accounting, or tax collection purposes which may differ from a calendar year. Laguna Niguel operates on a July 1 to June 30 fiscal year.

**Fixed Assets.** Assets of a long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of one year and an acquisition cost in excess of \$5,000.

**Fines and Forfeitures.** Revenue collected by the City from the issuance of misdemeanor and infraction citations which are the result of vehicle code traffic violations and municipal code parking violations.

**Franchise.** A special privilege granted by a government permitting the continuing use of public property, such as City streets, and usually involving the elements of monopoly and regulation.

**Function.** A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible (e.g., public safety).

## GLOSSARY OF BUDGET TERMS

**Fund.** An independent fiscal and accounting term used to record all financial transactions related to the specific purpose for which the fund was created.

**Fund Balance.** The amount of financial resources available for use. Generally, this represents a summary of all the annual operating surpluses and deficits since the fund's inception.

**Fund Type.** The highest level in the City's budget account structure. The level includes General, Special Revenue, Capital Projects, and Internal Service. Included in each Fund Type may be several funds.

**Gann Limit.** A California ballot initiative adopted in 1980, and modified by Proposition 111 which passed in 1990, to limit the amount of tax proceeds state and local governments can spend each year. It now appears in California's State Constitution as Article XIII B.

**General Fund.** The primary fund of the City used to account for all revenues and expenditures of the City not legally restricted as to use.

**Governmental Fund Types.** Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities -- except those accounted for in proprietary funds and fiduciary funds. In essence, these funds are accounting segregations of financial resources.

**Grant.** Contributions or gifts of cash or other assets from another governmental or private entity to be used or expended for a specific purpose, activity, or facility.

**Impact Fees.** Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development (e.g., parks, sidewalks).

**Infrastructure.** Facilities on which the continuance and growth of a community depend, such as roads, water lines, sewers, public buildings, parks, and so forth.

**In-Lieu Tax.** Tax levied in place of another tax or taxes. The State of California provides in-lieu motor vehicle fees to local governments to compensate for local personal property, not subject to property tax.

**Interfund Transfers.** Transfers are classified into residual equity transfers and operating transfers. Residual equity transfers are non-recurring or non-routine transfers of equity between funds. Operating transfers reflect ongoing operating subsidies between funds. An example of operating transfer is when the General Fund would report its annual subsidy to fund capital improvements in the Capital Projects Fund.

## GLOSSARY OF BUDGET TERMS

**Intergovernmental Revenue.** Funding from Federal, State, and local grants and revenue sharing programs.

**Internal Control.** A plan of organization for purchasing, accounting and other financial activities which, among other things, provides that: (1) the duties of employees are subdivided so that no single employee handles a financial action from beginning to end; (2) proper authorizations from specific responsible officials are obtained before key steps in the processing of a transaction are completed; and, (3) records and procedures are arranged appropriately to facilitate safekeeping and effective control.

**Internal Service Fund.** A fund used to account for the financing of goods or services provided by one department or agency to the other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

**Licenses and Permits.** Fees charged to recover the costs of regulating certain activities in the interest of the overall community. The fee may not exceed the actual cost and often does not fully recover regulatory costs. (e.g., building permits, encroachment permits, grading permits).

**Maintenance and Operations.** A budget category which accounts for all the supplies, goods, and services required to support a program or activity. (See "Expenditure Categories".)

**Measurement Focus.** The accounting convention that determines (1) which assets and which liabilities are included on a government's balance sheet and where they are reported in therein, and (2) whether an operating statement presents information on the flow of financial resources (revenues and expenditures) or information on the flow of economic resources (revenues and expenses).

**Modified Accrual Basis.** The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resource increments (e.g., bond issue proceeds) are recognized when they become susceptible to accrual, meaning that is when they become both "measurable" and "available to finance expenditures of the current period." "Available" means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditures either when purchased or when used, and (2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed.

**Municipal.** In its broadest sense, an adjective denoting the State and all subordinate units of government. In a more restricted sense, an adjective denoting a city or village as opposed to other local governments.

## GLOSSARY OF BUDGET TERMS

**Municipal Code.** A book that contains the City Council approved ordinances currently in effect. The Municipal Code defines City policy. The Municipal Code contains the “laws” of the City.

**Obligations.** Amounts a government may be required legally to meet out of its resources. They include not only actual liabilities, but also unliquidated encumbrances.

**Operating Budget.** A financial, programmatic, and organization plan for furthering the goals of the City Council through the City departments, which does not include one-time capital improvement projects.

**Ordinance.** A formal legislative enactment by the City Council. An ordinance has the full force and effect of law within the City boundaries, unless it is in conflict with any higher form of law, such as a State statute or constitutional provision. An ordinance has a higher legal standing than a resolution.

**Personnel.** Budget category used to denote salaries and all personnel associated benefits. (See “Expenditure Categories”.)

**Proposition 13.** Enacted as Article XIII A of the California Constitution. Initiative constitutional amendment approved in the June 1978 ballot which imposes a 1% limit on property taxes, various assessment restrictions, and limitations on the levy of new taxes.

**Resolution.** A special order of the City Council, which requires less legal formality than an ordinance, in terms of public notice, and the number of public readings prior to approval. A resolution has lower legal standing than an ordinance.

**Revenue.** Amount received for taxes, fees, permits, licenses, interest, use of property, and intergovernmental sources during the fiscal year.

**Special Revenue Funds.** These funds are separately administered because revenues are restricted by the the State of California, the Federal government, or other governmental agencies as to how the City may spend them.

**Statute.** A written law enacted by a duly organized and constituted legislative body.

**Subventions.** Revenue collected by the State (or other level of government), which are allocated to the City on a formula basis. The major subventions received by the City, from the State of California, include motor vehicle in-lieu, gasoline taxes, and homeowner’s property tax exemptions.

## GLOSSARY OF BUDGET TERMS

**Taxes.** Compulsory charges levied by a government to finance services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits, such as special assessments. Neither does the term include charges for services rendered only to those paying such charges (e.g., Senior Center class registration fees).

**Transient Occupancy Tax.** A tax levied on lodging rentals (e.g., hotels, motels) where occupancy is less than 30 days and paid by the lodger.

**Triple Flip.** A mechanism (enacted in 2004) to reduce the state budget deficit. The “flips” consist of 1) reducing the local sales and use tax rate by 0.25% to fund state fiscal recovery bonds, 2) repayment to cities and counties with additional local property tax previously allocated to local schools, and 3) repayment to local schools from the state general fund to satisfy Proposition 98 requirements.

**Use of Money and Property.** Funds include interest earned on the City’s investment portfolio, rental income, and fees collected for other uses of City properties (e.g., for the privilege of using the City’s rights-of-way).

**SUMMARY OF ESTIMATED REVENUES & APPROPRIATIONS AND  
ESTIMATED CHANGES IN FUND BALANCES**

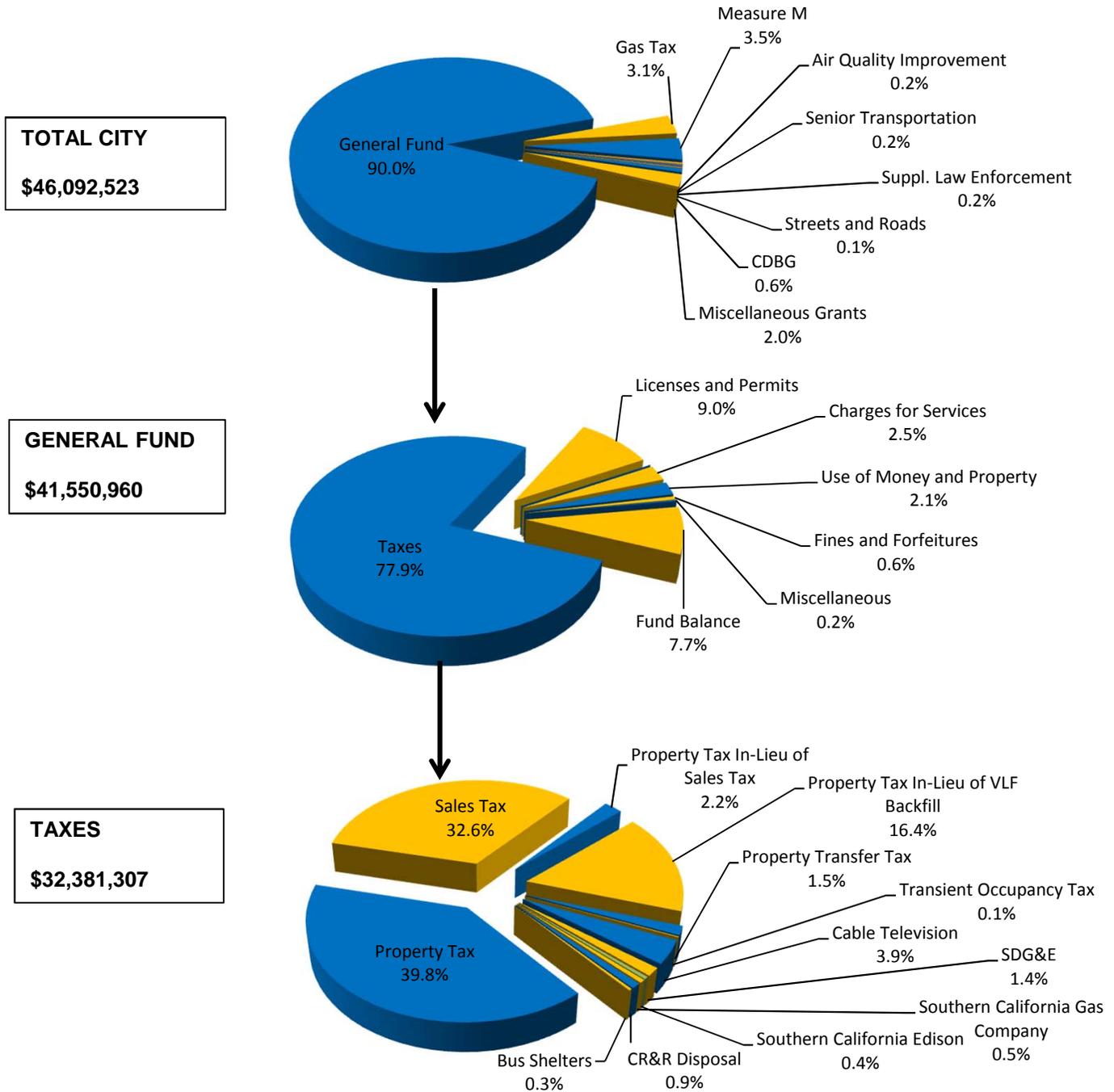
<i>Fund</i>	Est. Fund Balance July 1, 2015	Adopted Revenues FY 15-16	Adopted Appropriations FY 15-16	Transfers In	Transfers Out	Est. Fund Balance June 30, 2016
General Fund	70,574,264	38,358,246	33,135,991	-	8,367,036	67,429,483
Gas Tax	-	1,433,623	1,433,623	-	-	-
Measure M	293,425	1,625,766	-	-	1,625,766	293,425
Proposition 1B	1,793	14	-	-	-	1,807
Air Quality Improvement	275,454	77,231	77,231	-	-	275,454
Senior Transportation	-	72,228	72,228	-	-	-
Suppl. Law Enforcement	-	100,309	100,309	-	-	-
Reg. Narcotics Suppression	47,933	-	47,933	-	-	-
Senior Citizens Building	9,325	72	-	-	-	9,397
Streets and Roads	4,196,514	32,593	-	-	32,593	4,196,514
CDBG	50,000	269,169	84,323	-	184,846	50,000
Miscellaneous Grants <sup>1</sup>	(2,907,277)	922,500	-	-	922,500	(2,907,277)
City Capital Projects	-	-	11,132,741	11,132,741	-	-
Vehicle Replacement	1,121,937	8,058	-	-	-	1,129,995
<b>GRAND TOTAL</b>	<b>73,663,368</b>	<b>42,899,809</b>	<b>46,084,379</b>	<b>11,132,741</b>	<b>11,132,741</b>	<b>70,478,798</b>

**Notes:**

<sup>1</sup> There is a deficit fund balance due to the timing and availability of grant revenues and will be eliminated in future fiscal years as revenues become available.

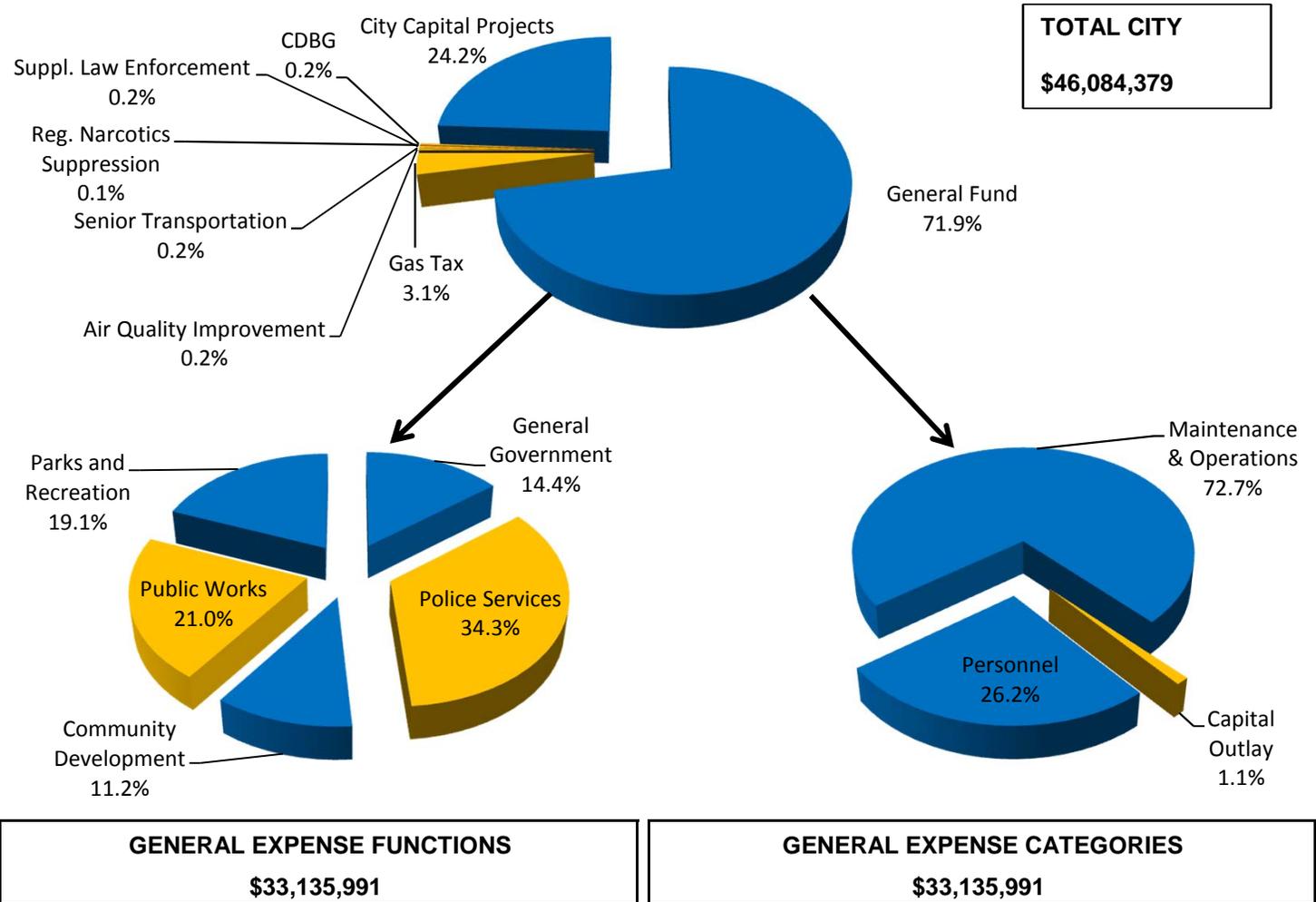
FISCAL YEAR 2015-2016 RESOURCES

Available Resources: Where it Comes From



**FISCAL YEAR 2015-2016 EXPENDITURES**

*Expenditures: Where it Goes*



**SCHEDULE OF INTERFUND TRANSFERS**

<i>Fund</i>	Transfer In	Transfer Out
General Fund <sup>1</sup>	-	8,367,036
Measure M <sup>1</sup>	-	1,625,766
Streets and Roads <sup>1</sup>	-	32,593
Community Development Block Grant <sup>1</sup>	-	184,846
Miscellaneous Grants <sup>1</sup>	-	922,500
City Capital Projects	11,132,741	-
<b>TOTAL</b>	<b>11,132,741</b>	<b>11,132,741</b>

**Notes:**

<sup>1</sup> Transfers to the City Capital Projects Fund will provide necessary funding and support for FY 2015-16 capital improvement projects.

**AQUATICS**  
**FINANCIAL SUMMARY**

*Revenues*

Classes	131,600
Pool Rentals	9,500
Daily Admission Fees	76,000
Annual Passes	36,000
Concessions	250
Miscellaneous Revenue	200
<b>TOTAL REVENUES</b>	<b>253,550</b>

*Expenditures*

Personnel	468,057
Maintenance & Operations	129,525
Capital Outlay	18,500
<b>TOTAL EXPENDITURES</b>	<b>616,082</b>

**Operating Excess (Deficit) = (362,532)**

**Cost Recovery Ratio = 41%**

**SKATEBOARD AND SOCCER PARK  
FINANCIAL SUMMARY**

*Revenues*

Classes	3,000
Camps	8,400
Special Events	4,250
Daily Admission Fees	22,000
Annual Passes	44,000
Equipment Rentals	1,404
Concessions	5,700
<b>TOTAL REVENUES</b>	<b>88,754</b>

*Expenditures*

Personnel	224,722
Maintenance & Operations	51,208
Capital Outlay	2,000
<b>TOTAL EXPENDITURES</b>	<b>277,930</b>

**Operating Excess (Deficit) = (189,176)**

**Cost Recovery Ratio = 32%**

**SEA COUNTRY SENIOR AND COMMUNITY CENTER  
FINANCIAL SUMMARY**

*Revenues*

Classes	57,181
Special Events	34,990
Room Rentals	10,754
Annual Passes	6,665
<b>TOTAL REVENUES</b>	<b>109,590</b>

*Expenditures*

Personnel	685,230
Maintenance & Operations	510,692
Capital Outlay	31,756
<b>TOTAL EXPENDITURES</b>	<b>1,227,678</b>

**Operating Excess (Deficit) = (1,118,088)**

**Cost Recovery Ratio = 9%**

## OVERVIEW OF ESTIMATED REVENUES

**Background:** Staff members from all departments worked in concert with Finance Department staff to develop revenue projections for the coming fiscal year. The projections reflect a somewhat conservative yet consistent approach with both established budget practices and financial principles. Staff considered the qualitative and quantitative methods of forecasting and used techniques such as trend analysis, economic indicators, consultant advice, and professional judgment to arrive at a consensus as to forecasted operating revenue. Revenue forecasting is one of the most challenging aspects in the budget process, as many unknown variables, including changes over which the City has no control, affect the ultimate amount of monies going into the City's coffers. These variables include the impact of fluctuations in the local, regional, statewide, and national economies; consumer habits and demands; and the fiscal impacts of legislative changes.

### GENERAL FUND

General Fund revenue from outside sources for FY 2015-16 is estimated at \$38,358,246 representing an increase of \$1,151,559 from the FY 2014-15 midyear amount. Significant operating revenue sources include: taxes, projected to increase \$168,588, or 1%; licenses and permits anticipated to increase \$1,993,700, or 115%, due to an increase in Building and Safety Fee revenue related to ongoing development in the Gateway; charges for services expected to decrease \$42,308, or 4%, resulting from decreasing lighting fees related to evening sports field rentals; use of money and property revenue expected to decrease 5% due to decreased investment income as a result of the City Manager's repayment of his housing loan and slight decreases in yields attributable to maturing higher yielding investments that are anticipated to be reinvested at lesser rates as a result of the low interest rate environment; fines and forfeitures projected to increase 2% due to an increase in parking citations; and miscellaneous revenues anticipated to decrease by \$896,606, or 17.8% primarily from one-time water rebates received in FY 2014-15 that will not be received in FY 2015-16.

Below are highlights of significant FY 2015-16 operating revenues compared to FY 2014-15 amended amounts, unless otherwise indicated.

**Property Tax** revenue for FY 2015-16 is projected to increase by \$35,413, or 0.3%, to \$12,889,900, excluding supplemental property tax and other miscellaneous property tax revenues as these are not consistent from year-to-year and are extremely difficult to derive budgetary amounts; however, these excluded items are trued-up during the Mid-Year Budget Review for actual amounts received to date. This increase has its roots in a slowly recovering economy reflecting continued improvement in the housing market. Laguna Niguel's housing market was fairly stable through the housing downturn due to its proximity to the coast and quality of life afforded to its residents. Property tax revenue is the City's number one source of operating revenue.

## OVERVIEW OF ESTIMATED REVENUES

**Sales Tax** revenue is projected to increase by \$2,113,730, or 25.0%, to \$10,556,730; however, this increase is a result of the State "Triple Flip" wind down in which property tax in-lieu of sales tax revenues that were formerly received by the City and recorded in a separate revenue account are terminating and are being replaced with the City's actual share of sales tax revenue. When taking into account the combined revenues from sales tax and property tax in-lieu of sales tax, total sales tax revenue is expected to remain flat based on an analysis of current trends, including receipts from the City's largest sales tax sources, levels of consumer disposable income, and moderating consumer confidence.

**Property Tax In-Lieu of Sales Tax** revenue is projected to decrease by \$2,113,730, or 75.0%, to \$704,577; however, this decrease is a result of the State "Triple Flip" wind down in which property tax in-lieu of sales tax revenues that were formerly received by the City and recorded in this revenue account are terminating and are being replaced with the City's actual share of sales tax revenue, which is recorded in the sales tax revenue account. Taking into account the combined revenues from sales tax and property tax in-lieu of sales tax, total sales tax revenue is expected to remain flat based on an analysis of current trends, including receipts from the City's largest sales tax sources, levels of consumer disposable income, and moderating consumer confidence.

**Property Tax In-Lieu of VLF** revenue is projected to decrease by \$78,405, or 1.5%, to \$5,306,100 in FY 2015-16. Property tax in-lieu of VLF is vehicle license fee revenue classified as property tax and closely parallels growth in City property tax revenue. In FY 2004-05, cities and counties began receiving additional property tax to replace vehicle license fee (VLF) revenue that the State did not allocate due to budget concerns.

**Property Transfer Tax** revenue for FY 2015-16 is projected to increase by \$22,200, or 4.8%, to \$482,000. Generally, the real estate market has increased, with Laguna Niguel's single-family homes retaining their value to a great degree and still being purchased. Overall projected performance of property transfer tax revenue has been conservatively estimated for FY 2015-16. As with all key operating revenue sources, trends with respect to this revenue source will be closely monitored and revised, if necessary, at the Mid-Year Budget Review.

**Franchise Fees** are projected to increase by \$28,900, or 1.2%, to \$2,402,000 for FY 2015-16. Components of franchise fee revenue include Cox and AT&T U-Verse cable television operations, San Diego Gas & Electric (SDG&E) and Southern California Edison electricity franchises, Southern California Gas operations, CR&R disposal operations, and bus shelter franchise operations. With the exception of revenues from Southern California Edison and bus shelters, which reflect minor decreases, revenues from franchise fees demonstrate moderate increases in line with growth in local operations. Cable television franchise fees represent about 50% of the overall franchise fee revenue estimate for FY 2015-16, while projected revenue from the electricity franchises represents about 25%.

## OVERVIEW OF ESTIMATED REVENUES

### SPECIAL REVENUE FUNDS

All Special Revenue Funds are for a specific purpose and are not available for other programs. The combined projected revenue in the Special Revenue Funds is \$4,533,505, decreasing from the FY 2014-15 amended budget by \$426,085, or 8.6%. Below are highlights of significant FY 2015-16 special revenues compared to FY 2014-15 amended amounts, unless otherwise indicated.

**The Gas Tax Fund**, where monies received from the State Highway Users Tax Account are used primarily for the research, planning, construction, improvement, maintenance, and operation of public street and highways in accordance with Article XIX of the California State Constitution and by Streets and Highways Code Section 2101, is projected to decrease by \$265,875, or 15.6%. This decrease is largely attributable to falling gasoline prices and consumption, as well as "true ups" under Fuel Tax Swap of 2011, which eliminated the state sales and use tax on gasoline and instead established a variable per gallon rate. Effective July 1, 2015, the variable per gallon rate was reduced by 6 cents per gallon from the 2014-15 composite rate.

**The Measure M Fund**, where monies received from the County's 1/2 cent local fair share sales tax, in addition to Measure M grant funding received by the Orange County Transportation Authority (OCTA), are used for street improvements and maintenance, is projected to increase by \$544,731, or 50.4%. The local fair share revenue component in this fund closely parallels growth in sales tax revenue, while the grant funding component tends to fluctuate from year to year, depending on resources received from OCTA.

**The Miscellaneous Grants Fund**, where monies received from Federal, State, and other governmental agencies are used primarily for capital improvement projects, is projected to decrease by \$699,462, or 43.1%. Revenue in this fund tends to fluctuate from year to year, depending on resources received from other governmental agencies. With financial difficulties at the Federal and State levels, government sponsored programs have seen substantial funding cuts that directly impact grant programs.

### INTERNAL SERVICE FUNDS

In order to determine the true cost of each operating department, internal service fund charges are allocated to each user department. These charges, in turn, represent revenue to each Internal Service Fund, of which the City has only one, the Vehicle Replacement Fund.

## TWO-YEAR COMPARISON OF ESTIMATED REVENUES BY FUND

<i>Fund</i>	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>General Fund:</b>					
Taxes	31,647,621	32,212,719	32,381,307	168,588	1%
Licenses and Permits	1,734,500	1,734,500	3,728,200	1,993,700	115%
Intergovernmental	-	36,001	10,300	(25,701)	-71%
Charges for Services	1,124,797	1,092,577	1,050,269	(42,308)	-4%
Use of Money and Property	737,361	934,209	883,795	(50,414)	-5%
Fines and Forfeitures	216,000	226,700	231,000	4,300	2%
Contributions	8,575	8,575	8,575	-	0%
Miscellaneous	588,408	961,406	64,800	(896,606)	-93%
<b>Total General Fund</b>	<b>36,057,262</b>	<b>37,206,687</b>	<b>38,358,246</b>	<b>1,151,559</b>	<b>3%</b>
Gas Tax	1,697,153	1,699,498	1,433,623	(265,875)	-16%
Measure M	1,079,919	1,081,035	1,625,766	544,731	50%
Proposition 1B	-	15	14	(1)	-7%
Air Quality Improvement	76,359	77,376	77,231	(145)	0%
Senior Transportation	71,423	71,583	72,228	645	1%
Suppl. Law Enforcement	100,000	100,339	100,309	(30)	0%
Reg. Narcotics Suppression	1,144	1,299	-	(1,299)	-100%
Senior Citizens Building	40	79	72	(7)	-9%
Streets and Roads	28,988	35,767	32,593	(3,174)	-9%
CDBG	269,396	270,637	269,169	(1,468)	-1%
Miscellaneous Grants	1,621,962	1,621,962	922,500	(699,462)	-43%
Vehicle Replacement	3,737	8,857	8,058	(799)	-9%
<b>TOTAL REVENUES</b>	<b>41,007,383</b>	<b>42,175,134</b>	<b>42,899,809</b>	<b>724,675</b>	<b>2%</b>
<b>FROM EXISTING FUND BALANCE FOR</b>					
<b>ONE-TIME CAPITAL IMPROVEMENTS</b>	<b>565,884</b>	<b>945,252</b>	<b>3,192,714</b>	<b>2,247,462</b>	<b>238%</b>
<b>TOTAL REVENUES</b>	<b>41,573,267</b>	<b>43,120,386</b>	<b>46,092,523</b>	<b>2,972,137</b>	<b>7%</b>

**REVENUE DETAIL**  
**FISCAL YEARS 2012-2016**

<i>Fund</i>	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Amended	FY 15-16 Adopted
<b>GENERAL FUND:</b>					
<b>TAXES:</b>					
Property Tax	12,020,757	12,294,522	12,722,973	12,854,487	12,889,900
Sales Tax	7,985,667	8,132,107	8,291,044	8,443,000	10,556,730
Property Tax In-Lieu of Sales Tax	2,619,822	2,656,922	2,894,221	2,818,307	704,577
Property Tax In-Lieu of VLF Backfill	4,761,618	4,844,645	5,010,116	5,227,695	5,306,100
Property Transfer Tax	365,342	470,367	492,566	459,800	482,000
Transient Occupancy Tax	32,594	29,420	33,924	36,330	40,000
Franchise Fees:					
Cable Television	1,196,292	1,206,268	1,211,674	1,245,500	1,254,000
SDG&E	435,170	428,793	454,587	445,500	450,000
Southern California Edison	124,555	134,464	139,908	137,200	137,000
Southern California Gas Company	173,491	144,902	172,031	172,000	172,000
CR&R Disposal	294,450	289,634	291,465	272,400	289,000
Bus Shelters	96,392	97,906	98,862	100,500	100,000
<b>SUBTOTAL</b>	<b>30,106,150</b>	<b>30,729,950</b>	<b>31,813,371</b>	<b>32,212,719</b>	<b>32,381,307</b>
<b>LICENSES AND PERMITS</b>					
Planning Fees	175,929	226,237	147,876	95,000	95,000
Traffic Impact Fees	-	56,862	885,150	-	750,000
Planning Professional Services	-	-	119	56,000	140,000
Building and Safety Fees	881,707	1,455,887	2,587,014	1,400,000	2,500,000
Grading Fees	54,159	127,514	68,752	50,000	110,000
Soil Engineering Fees	16,826	27,921	19,027	16,000	16,000
Fire Administration Fees	1,510	700	214	500	200
Hydrology/Water Quality Fees	-	-	-	10,000	10,000
Engineering Fees	157,725	159,443	145,470	105,000	105,000
Transportation Fees	1,953	2,738	2,527	2,000	2,000
Inspection Fees	450	1,266	500	-	-
<b>SUBTOTAL</b>	<b>1,290,259</b>	<b>2,058,568</b>	<b>3,856,649</b>	<b>1,734,500</b>	<b>3,728,200</b>

**REVENUE DETAIL**  
**FISCAL YEARS 2012-2016**

<i>Fund</i>	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Amended	FY 15-16 Adopted
<b>GENERAL FUND (Cont.):</b>					
<b>INTERGOVERNMENTAL</b>					
Motor Vehicle License Fee	33,476	34,687	28,707	27,730	-
Operating Grants	140,834	-	444	-	-
Capital Grants	1,087,380	-	-	-	-
Recycling Program	17,232	17,304	-	-	10,300
Mandated Claims - SB90	22,968	46,464	26,959	8,271	-
<b>SUBTOTAL</b>	<b>1,301,890</b>	<b>98,455</b>	<b>56,110</b>	<b>36,001</b>	<b>10,300</b>
<b>CHARGES FOR SERVICES</b>					
Recreation	639,921	630,624	639,448	652,510	598,575
Aquatics	236,799	275,557	250,945	253,350	253,350
Skatepark	85,921	83,677	89,870	79,490	88,754
Senior Center	137,323	108,319	115,092	107,227	109,590
<b>SUBTOTAL</b>	<b>1,099,964</b>	<b>1,098,177</b>	<b>1,095,355</b>	<b>1,092,577</b>	<b>1,050,269</b>
<b>USE OF MONEY AND PROPERTY</b>					
Interest Income	562,179	169,210	362,254	588,882	527,690
Rents and Concessions	288,871	343,747	356,250	345,327	356,105
<b>SUBTOTAL</b>	<b>851,050</b>	<b>512,957</b>	<b>718,504</b>	<b>934,209</b>	<b>883,795</b>
<b>FINES AND FORFEITURES</b>					
Motor Vehicle Fines	273,077	161,798	197,693	133,400	128,000
Abandoned Vehicle Fines	30,033	6,990	-	-	-
Parking Citations	71,556	62,521	96,628	93,300	103,000
<b>SUBTOTAL</b>	<b>374,666</b>	<b>231,309</b>	<b>294,321</b>	<b>226,700</b>	<b>231,000</b>
<b>CONTRIBUTIONS</b>					
Contributions	12,155	13,188	9,345	8,575	8,575
<b>SUBTOTAL</b>	<b>12,155</b>	<b>13,188</b>	<b>9,345</b>	<b>8,575</b>	<b>8,575</b>

**REVENUE DETAIL**  
**FISCAL YEARS 2012-2016**

<i>Fund</i>	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Amended	FY 15-16 Adopted
<b>GENERAL FUND (Cont.):</b>					
<b>DEVELOPER PARTICIPATION</b>					
Developer in Lieu Fees	-	163,250	80,727	-	-
<b>SUBTOTAL</b>	<b>-</b>	<b>163,250</b>	<b>80,727</b>	<b>-</b>	<b>-</b>
<b>MISCELLANEOUS</b>					
Miscellaneous	157,250	2,800,505	597,024	961,406	64,800
<b>SUBTOTAL</b>	<b>157,250</b>	<b>2,800,505</b>	<b>597,024</b>	<b>961,406</b>	<b>64,800</b>
<b>TOTAL GENERAL FUND</b>	<b>35,193,384</b>	<b>37,706,359</b>	<b>38,521,406</b>	<b>37,206,687</b>	<b>38,358,246</b>
<b>GAS TAX FUND:</b>					
<b>INTERGOVERNMENTAL</b>					
Gas Tax - Section 2103	909,918	531,602	934,188	707,362	306,498
Gas Tax - Section 2105	307,881	292,773	456,048	325,076	386,592
Gas Tax - Section 2106	218,152	222,724	228,571	257,784	204,111
Gas Tax - Section 2107	441,914	479,748	487,851	399,431	528,542
Gas Tax - Section 2107.5	7,500	7,500	7,500	7,500	7,500
<b>SUBTOTAL</b>	<b>1,885,365</b>	<b>1,534,347</b>	<b>2,114,158</b>	<b>1,697,153</b>	<b>1,433,243</b>
<b>USE OF MONEY AND PROPERTY</b>					
Interest Income	805	34	1,930	2,345	380
<b>SUBTOTAL</b>	<b>805</b>	<b>34</b>	<b>1,930</b>	<b>2,345</b>	<b>380</b>
<b>TOTAL GAS TAX FUND</b>	<b>1,886,170</b>	<b>1,534,381</b>	<b>2,116,088</b>	<b>1,699,498</b>	<b>1,433,623</b>
<b>MEASURE M FUND:</b>					
<b>INTERGOVERNMENTAL</b>					
Measure M	960,416	953,624	985,615	1,079,919	1,124,751
Capital Grants	-	-	-	-	500,000
<b>SUBTOTAL</b>	<b>960,416</b>	<b>953,624</b>	<b>985,615</b>	<b>1,079,919</b>	<b>1,624,751</b>

**REVENUE DETAIL**  
**FISCAL YEARS 2012-2016**

<i>Fund</i>	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Amended	FY 15-16 Adopted
<b>MEASURE M FUND (Cont.):</b>					
<b>USE OF MONEY AND PROPERTY</b>					
Interest Income	9,963	6,794	1,883	1,116	1,015
<b>SUBTOTAL</b>	<b>9,963</b>	<b>6,794</b>	<b>1,883</b>	<b>1,116</b>	<b>1,015</b>
<b>TOTAL MEASURE M FUND</b>	<b>970,379</b>	<b>960,418</b>	<b>987,498</b>	<b>1,081,035</b>	<b>1,625,766</b>
<b>PROPOSITION 1B FUND:</b>					
<b>INTERGOVERNMENTAL</b>					
Capital Grants	-	-	-	-	-
<b>SUBTOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>USE OF MONEY AND PROPERTY</b>					
Interest Income	22	5	9	15	14
<b>SUBTOTAL</b>	<b>22</b>	<b>5</b>	<b>9</b>	<b>15</b>	<b>14</b>
<b>TOTAL PROPOSITION 1B FUND</b>	<b>22</b>	<b>5</b>	<b>9</b>	<b>15</b>	<b>14</b>
<b>AIR QUALITY FUND:</b>					
<b>INTERGOVERNMENTAL</b>					
AB2766 - AQMD Trust	79,314	76,832	79,457	75,000	75,000
<b>SUBTOTAL</b>	<b>79,314</b>	<b>76,832</b>	<b>79,457</b>	<b>75,000</b>	<b>75,000</b>
<b>USE OF MONEY AND PROPERTY</b>					
Interest Income	3,662	1,009	1,486	2,376	2,231
<b>SUBTOTAL</b>	<b>3,662</b>	<b>1,009</b>	<b>1,487</b>	<b>2,376</b>	<b>2,231</b>
<b>TOTAL AIR QUALITY FUND</b>	<b>82,976</b>	<b>77,841</b>	<b>80,944</b>	<b>77,376</b>	<b>77,231</b>

**REVENUE DETAIL**  
**FISCAL YEARS 2012-2016**

<i>Fund</i>	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Amended	FY 15-16 Adopted
<b>SENIOR TRANSPORTATION FUND:</b>					
<b>INTERGOVERNMENTAL</b>					
Measure M	52,358	61,908	65,664	71,298	72,015
<b>SUBTOTAL</b>	<b>52,358</b>	<b>61,908</b>	<b>65,664</b>	<b>71,298</b>	<b>72,015</b>
<b>USE OF MONEY AND PROPERTY</b>					
Interest Income	394	315	161	285	213
<b>SUBTOTAL</b>	<b>394</b>	<b>315</b>	<b>161</b>	<b>285</b>	<b>213</b>
<b>TOTAL SR. TRANSPORTATION FUND</b>	<b>52,752</b>	<b>62,223</b>	<b>65,825</b>	<b>71,583</b>	<b>72,228</b>
<b>SUPPL. LAW ENFORCEMENT:</b>					
<b>INTERGOVERNMENTAL</b>					
Operating Grants	109,799	100,000	108,680	100,000	100,000
<b>SUBTOTAL</b>	<b>109,799</b>	<b>100,000</b>	<b>108,680</b>	<b>100,000</b>	<b>100,000</b>
<b>USE OF MONEY AND PROPERTY</b>					
Interest Income	674	(44)	248	339	309
<b>SUBTOTAL</b>	<b>674</b>	<b>(44)</b>	<b>248</b>	<b>339</b>	<b>309</b>
<b>TOTAL SUPPL. LAW ENFORCEMENT</b>	<b>110,473</b>	<b>99,956</b>	<b>108,928</b>	<b>100,339</b>	<b>100,309</b>
<b>REG. NARCOTICS SUPPRESSION:</b>					
<b>USE OF MONEY AND PROPERTY</b>					
Interest Income <sup>1</sup>	3,137	755	1,271	1,299	-
<b>SUBTOTAL</b>	<b>3,137</b>	<b>755</b>	<b>1,271</b>	<b>1,299</b>	<b>-</b>
<b>TOTAL RNSP FUND</b>	<b>3,137</b>	<b>755</b>	<b>1,271</b>	<b>1,299</b>	<b>-</b>

**Notes:**

<sup>1</sup> There is no remaining fund balance to earn interest on, as it was used in prior year for one-time capital outlay for Police Services.

**REVENUE DETAIL**  
**FISCAL YEARS 2012-2016**

<i>Fund</i>	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Amended	FY 15-16 Adopted
<b><i>SENIOR CITIZENS BUILDING FUND:</i></b>					
<b>USE OF MONEY AND PROPERTY</b>					
Interest Income	113	27	46	79	72
<b>SUBTOTAL</b>	<b>113</b>	<b>27</b>	<b>46</b>	<b>79</b>	<b>72</b>
<b>TOTAL SR. CITIZENS BUILDING FUND</b>	<b>113</b>	<b>27</b>	<b>46</b>	<b>79</b>	<b>72</b>
<b><i>STREETS AND ROADS FUND:</i></b>					
<b>USE OF MONEY AND PROPERTY</b>					
Interest Income	91,382	17,599	21,554	35,767	32,593
<b>SUBTOTAL</b>	<b>91,382</b>	<b>17,599</b>	<b>21,554</b>	<b>35,767</b>	<b>32,593</b>
<b>TOTAL STREETS AND ROADS FUND</b>	<b>91,382</b>	<b>17,599</b>	<b>21,554</b>	<b>35,767</b>	<b>32,593</b>
<b><i>COM DEV BLOCK GRANT FUND:</i></b>					
<b>INTERGOVERNMENTAL</b>					
Operating Grants	78,092	397,481	129,075	269,396	269,169
<b>SUBTOTAL</b>	<b>78,092</b>	<b>397,481</b>	<b>129,075</b>	<b>269,396</b>	<b>269,169</b>
<b>USE OF MONEY AND PROPERTY</b>					
Interest Income	-	-	-	1,241	-
<b>SUBTOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,241</b>	<b>-</b>
<b>TOTAL COM DEV BLOCK GRANT</b>	<b>78,092</b>	<b>397,481</b>	<b>129,075</b>	<b>270,637</b>	<b>269,169</b>
<b><i>MISCELLANEOUS GRANTS FUND:</i></b>					
<b>INTERGOVERNMENTAL</b>					
Capital Grants	3,048,802	1,296,409	939,881	1,621,962	922,500
<b>SUBTOTAL</b>	<b>3,048,802</b>	<b>1,296,409</b>	<b>939,881</b>	<b>1,621,962</b>	<b>922,500</b>
<b>TOTAL MISCELLANEOUS GRANTS</b>	<b>3,048,802</b>	<b>1,296,409</b>	<b>939,881</b>	<b>1,621,962</b>	<b>922,500</b>

**REVENUE DETAIL**  
**FISCAL YEARS 2012-2016**

<i>Fund</i>	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Amended	FY 15-16 Adopted
<b>VEHICLE REPLACEMENT FUND:</b>					
<b>CHARGES FOR SERVICES</b>					
Charges for Services	111,653	103,826	73,192	-	-
<b>SUBTOTAL</b>	<b>111,653</b>	<b>103,826</b>	<b>73,192</b>	<b>-</b>	<b>-</b>
<b>USE OF MONEY AND PROPERTY</b>					
Interest Income	10,536	2,655	34,856	8,857	8,058
<b>SUBTOTAL</b>	<b>10,536</b>	<b>2,655</b>	<b>34,856</b>	<b>8,857</b>	<b>8,058</b>
<b>TOTAL VEHICLE REPLACEMENT</b>	<b>122,189</b>	<b>106,481</b>	<b>108,048</b>	<b>8,857</b>	<b>8,058</b>
<b>LESS: INTERNAL CHARGES</b>	<b>111,653</b>	<b>103,826</b>	<b>73,192</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>41,528,218</b>	<b>42,156,109</b>	<b>43,007,381</b>	<b>42,175,134</b>	<b>42,899,809</b>
<b>FROM EXISTING FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>945,252</b>	<b>3,192,714</b>
<b>TOTAL REVENUE &amp; OTHER SOURCES</b>	<b>41,528,218</b>	<b>42,156,109</b>	<b>43,007,381</b>	<b>43,120,386</b>	<b>46,092,523</b>

**TWO-YEAR COMPARISON OF APPROPRIATIONS BY FUND**

<i>Fund</i>	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General	30,545,096	30,617,735	33,135,991	<b>2,518,256</b>	<b>8%</b>
Gas Tax	1,513,005	1,513,005	1,433,623	<b>(79,382)</b>	<b>-5%</b>
Air Quality Improvement	40,000	75,000	77,231	<b>2,231</b>	<b>3%</b>
Senior Transportation Fund	71,423	66,257	72,228	<b>5,971</b>	<b>9%</b>
Supplemental Law Enforcement	100,000	100,000	100,309	<b>309</b>	<b>0%</b>
Regional Narcotics Suppression	-	211,515	47,933	<b>(163,582)</b>	<b>-77%</b>
Community Development Block Grant	87,357	87,357	84,323	<b>(3,034)</b>	<b>-3%</b>
Capital Projects <sup>1</sup>	9,210,106	37,817,129	11,132,741	<b>(26,684,388)</b>	<b>-71%</b>
<b>TOTAL CITY</b>	<b>41,566,987</b>	<b>70,487,998</b>	<b>46,084,379</b>	<b>(24,403,619)</b>	<b>-35%</b>

**Notes:**

\* Appropriation amounts are net of interfund transfers.

<sup>1</sup> The Capital Improvements amended budget amount for FY 14-15 includes City Council approved prior-year carryovers.

**APPROPRIATIONS SUMMARY  
BY DEPARTMENT/BY EXPENDITURE TYPE**

<i>Department</i>	Personnel	Maintenance & Operations	Capital Outlay	Total
City Council	78,317	163,950	-	<b>242,267</b>
City Manager	849,806	271,945	1,500	<b>1,123,251</b>
City Clerk	228,717	204,810	500	<b>434,027</b>
City Attorney	-	333,000	-	<b>333,000</b>
Finance	855,057	498,455	122,000	<b>1,475,512</b>
Police Services	221,375	11,708,923	61,773	<b>11,992,071</b>
Community Development	1,820,114	2,098,152	-	<b>3,918,266</b>
Public Works	1,731,509	5,533,110	77,000	<b>7,341,619</b>
Parks and Recreation	2,958,153	3,586,360	122,486	<b>6,666,999</b>
<b>TOTAL DEPARTMENTAL</b>	<b>8,743,048</b>	<b>24,398,705</b>	<b>385,259</b>	<b>33,527,012</b>
Special Events	-	153,000	-	<b>153,000</b>
Non-Departmental	-	1,271,626	-	<b>1,271,626</b>
<b>TOTAL NON-DEPARTMENTAL</b>	<b>-</b>	<b>1,424,626</b>	<b>-</b>	<b>1,424,626</b>
<b>TOTAL OPERATING</b>	<b>8,743,048</b>	<b>25,823,331</b>	<b>385,259</b>	<b>34,951,638</b>
Capital Improvements	-	-	11,132,741	<b>11,132,741</b>
<b>TOTAL CITY</b>	<b>8,743,048</b>	<b>25,823,331</b>	<b>11,518,000</b>	<b>46,084,379</b>

**APPROPRIATIONS SUMMARY**  
**BY FUND/BY PROGRAM/BY DEPARTMENT/BY EXPENDITURE TYPE**

<i>Program / Department</i>	Personnel	Maintenance & Operations	Capital Outlay	Capital Improv.	Total
<b>GENERAL FUND:</b>					
City Council	78,317	163,950	-	-	242,267
Special Events	-	153,000	-	-	153,000
City Manager	849,806	271,945	1,500	-	1,123,251
City Clerk	228,717	204,810	500	-	434,027
City Attorney	-	333,000	-	-	333,000
Finance	855,057	498,455	122,000	-	1,475,512
Non-Departmental	-	1,271,626	-	-	1,271,626
Police Services					
Police Services	100,700	11,127,326	49,773	-	11,277,799
Animal Control	-	395,300	-	-	395,300
Emergency Preparedness	120,675	38,055	12,000	-	170,730
Community Development					
Administration	430,636	104,065	-	-	534,701
Planning	1,129,014	421,764	-	-	1,550,778
Building and Safety	260,464	1,488,000	-	-	1,748,464
Public Works					
Administration	350,153	492,645	2,500	-	845,298
Engineering	836,255	197,030	41,500	-	1,074,785
Street Maintenance	-	529,267	-	-	529,267
Street Sweeping	-	189,000	-	-	189,000
Street Lighting	-	680,000	-	-	680,000
Median Maintenance	83,505	520,321	-	-	603,826
Slope Maintenance	82,747	345,687	-	-	428,434
Storm Drain/Water Quality	237,552	689,205	33,000	-	959,757
Metrolink Station	-	50,094	-	-	50,094
City Hall	141,297	329,007	-	-	470,304

**APPROPRIATIONS SUMMARY**  
**BY FUND/BY PROGRAM/BY DEPARTMENT/BY EXPENDITURE TYPE**

<i>Program/Department</i>	Personnel	Maintenance & Operations	Capital Outlay	Capital Improv.	Total
<b>GENERAL FUND (Cont.):</b>					
Parks and Recreation					
Administration	350,246	111,677	500	-	<b>462,423</b>
Recreation Programs	903,960	459,917	69,730	-	<b>1,433,607</b>
Aquatics	468,057	129,525	18,500	-	<b>616,082</b>
Skateboard and Soccer Park	224,722	51,208	2,000	-	<b>277,930</b>
Sea Country Senior and Comm. Ctr.	685,230	510,692	31,756	-	<b>1,227,678</b>
Parks Maintenance	325,938	2,236,710	-	-	<b>2,562,648</b>
Senior Transportation	-	14,403	-	-	<b>14,403</b>
Capital Improvement Projects					
Annual Ballfield Sod Rep. (Chapparosa)	-	-	-	70,000	<b>70,000</b>
Annual Park System R&R (Chapparosa)	-	-	-	65,000	<b>65,000</b>
Chapparosa Park Trail Improvements	-	-	-	54,000	<b>54,000</b>
Annual Brickdust R&R	-	-	-	50,000	<b>50,000</b>
Annual Park System R&R (Parks)	-	-	-	210,000	<b>210,000</b>
Annual Soccer Field Renov. (Parks)	-	-	-	268,000	<b>268,000</b>
Annual Synthetic Grass R&R	-	-	-	50,000	<b>50,000</b>
Annual Trail Repairs/Replacements	-	-	-	76,000	<b>76,000</b>
Painting at Various Parks	-	-	-	40,000	<b>40,000</b>
Various Domestic Water Irrigation POC	-	-	-	18,500	<b>18,500</b>
Recycled Water Irrigation POC	-	-	-	8,426	<b>8,426</b>
Skatepark Fencing	-	-	-	25,000	<b>25,000</b>
Skatepark Building Improvements	-	-	-	12,000	<b>12,000</b>
Bear Brand Synthetic Field Replace	-	-	-	400,000	<b>400,000</b>
Bear Brand Park Playground Replace	-	-	-	247,586	<b>247,586</b>
Clipper Cove Park Playground Replace	-	-	-	373,740	<b>373,740</b>
Seminole Park Playground Replace	-	-	-	239,527	<b>239,527</b>
Crown Valley Pool Diving Board Recon	-	-	-	22,054	<b>22,054</b>
Hidden Hills Park Shade Structures	-	-	-	54,000	<b>54,000</b>

**APPROPRIATIONS SUMMARY**  
**BY FUND/BY PROGRAM/BY DEPARTMENT/BY EXPENDITURE TYPE**

<i>Program/Department</i>	Personnel	Maintenance & Operations	Capital Outlay	Capital Improv.	Total
<b>GENERAL FUND (Cont.):</b>					
Capital Improvement Projects (Cont.)					
Annual Park System R&R (CVCP)	-	-	-	100,000	<b>100,000</b>
Annual Pool Repairs	-	-	-	25,000	<b>25,000</b>
Annual Soccer Field Renov. (CVCP)	-	-	-	96,000	<b>96,000</b>
Annual YMCA Repairs/Replacements	-	-	-	50,000	<b>50,000</b>
Botanical Preserve Improvements	-	-	-	96,000	<b>96,000</b>
South Coast Watershed Center	-	-	-	25,000	<b>25,000</b>
CVCP Community Building	-	-	-	630,000	<b>630,000</b>
Annual Park System R&R (Schools)	-	-	-	50,000	<b>50,000</b>
Annual Soccer Field Renov. (Schools)	-	-	-	208,254	<b>208,254</b>
Annual Median Island R&R	-	-	-	85,000	<b>85,000</b>
Annual Utility Box Painting/Repairs	-	-	-	60,000	<b>60,000</b>
Annual Street Resurfacing Program	-	-	-	1,381,795	<b>1,381,795</b>
Annual Curb, Gutter, & Sidewalk Rep.	-	-	-	500,000	<b>500,000</b>
LN Gateway Specific Plan Improv.	-	-	-	477,379	<b>477,379</b>
Moulton/Golden Lantern Signal Sync.	-	-	-	8,350	<b>8,350</b>
Illuminated Street Name Sign Replace.	-	-	-	129,000	<b>129,000</b>
Traffic Calming	-	-	-	70,000	<b>70,000</b>
Alicia Parkway Signal Synchronization	-	-	-	220,900	<b>220,900</b>
Crown Valley Median Improvements	-	-	-	625,000	<b>625,000</b>
Crown Valley Parkway Widening - Ph. 3	-	-	-	643,500	<b>643,500</b>
Median Const. - Aliso Creek & La Paz	-	-	-	100,000	<b>100,000</b>
Illuminated St. Name Sign Panel Rep.	-	-	-	129,000	<b>129,000</b>
LED Signal Head Replacement	-	-	-	50,000	<b>50,000</b>
Aliso Creek Turf Removal and Ren.	-	-	-	80,000	<b>80,000</b>
Clubhouse Drive Median - Rec. Water	-	-	-	40,000	<b>40,000</b>
Catch Basin/Manhole Cover Imp.	-	-	-	20,000	<b>20,000</b>
800 MHz CCCS Next Generation	-	-	-	173,025	<b>173,025</b>
City Hall	-	-	-	10,000	<b>10,000</b>
<b>TOTAL GENERAL FUND</b>	<b>8,743,048</b>	<b>24,007,684</b>	<b>385,259</b>	<b>8,367,036</b>	<b>41,503,027</b>

**APPROPRIATIONS SUMMARY**  
**BY FUND/BY PROGRAM/BY DEPARTMENT/BY EXPENDITURE TYPE**

<i>Program / Department</i>	Personnel	Maintenance & Operations	Capital Outlay	Capital Improv.	Total
<b><i>GAS TAX FUND:</i></b>					
Public Works					
Street Maintenance	-	1,433,623	-	-	<b>1,433,623</b>
Capital Improvement Projects					
Annual Street Resurfacing Program	-	-	-	-	-
<b>TOTAL GAS TAX FUND</b>	<b>-</b>	<b>1,433,623</b>	<b>-</b>	<b>-</b>	<b>1,433,623</b>
<b><i>MEASURE M FUND:</i></b>					
Capital Improvement Projects					
Annual Street Resurfacing Program	-	-	-	1,625,766	<b>1,625,766</b>
<b>TOTAL MEASURE M FUND</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,625,766</b>	<b>1,625,766</b>
<b><i>AIR QUALITY FUND:</i></b>					
Public Works					
Street Maintenance	-	44,000	-	-	<b>44,000</b>
Metrolink Station	-	33,231	-	-	<b>33,231</b>
<b>TOTAL AIR QUALITY FUND</b>	<b>-</b>	<b>77,231</b>	<b>-</b>	<b>-</b>	<b>77,231</b>
<b><i>SENIOR TRANSPORTATION FUND:</i></b>					
Parks and Recreation					
Senior Transportation	-	72,228	-	-	<b>72,228</b>
<b>TOTAL SR. TRANSPORTATION FUND</b>	<b>-</b>	<b>72,228</b>	<b>-</b>	<b>-</b>	<b>72,228</b>
<b><i>SUPPL. LAW ENFORCEMENT:</i></b>					
Police Services					
Police Services	-	100,309	-	-	100,309
<b>TOTAL SUPPL. LAW ENFORCEMENT</b>	<b>-</b>	<b>100,309</b>	<b>-</b>	<b>-</b>	<b>100,309</b>

**APPROPRIATIONS SUMMARY**  
**BY FUND/BY PROGRAM/BY DEPARTMENT/BY EXPENDITURE TYPE**

<i>Program/Department</i>	Personnel	Maintenance & Operations	Capital Outlay	Capital Improv.	Total
<b><i>REG. NARCOTICS SUPPRESSION:</i></b>					
Police Services					
Police Services	-	47,933	-	-	47,933
<b>TOTAL RNSP FUND</b>	<b>-</b>	<b>47,933</b>	<b>-</b>	<b>-</b>	<b>47,933</b>
<b><i>STREETS AND ROADS FUND:</i></b>					
Capital Improvement Projects					
Annual Street Resurfacing Program	-	-	-	32,593	<b>32,593</b>
<b>TOTAL STREETS AND ROADS FUND</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>32,593</b>	<b>32,593</b>
<b><i>COM DEV BLOCK GRANT FUND:</i></b>					
Community Development					
CDBG	-	84,323	-	-	<b>84,323</b>
Capital Improvement Projects					
Annual Street Resurfacing Program	-	-	-	159,846	<b>159,846</b>
Pedestrian Pushbuttons	-	-	-	25,000	<b>25,000</b>
<b>TOTAL COM DEV BLOCK GRANT</b>	<b>-</b>	<b>84,323</b>	<b>-</b>	<b>184,846</b>	<b>269,169</b>
<b><i>MISCELLANEOUS GRANTS FUND:</i></b>					
Capital Improvement Projects					
Crown Valley Parkway Widening - Ph. 3	-	-	-	922,500	<b>922,500</b>
<b>TOTAL MISCELLANEOUS GRANTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>922,500</b>	<b>922,500</b>
<b>TOTAL CITY</b>	<b>8,743,048</b>	<b>25,823,331</b>	<b>385,259</b>	<b>11,132,741</b>	<b>46,084,379</b>

**Notes:**

\* Appropriations are not net of interfund transfers. As such, these amounts represent the funding sources for each expenditure type.

**FIVE-YEAR OVERVIEW OF DEPARTMENTAL APPROPRIATIONS  
FISCAL YEARS 2012-2016**

<i>Department</i>	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Amended	FY 15-16 Adopted
City Council	269,059	255,618	271,904	223,200	242,267
City Manager	872,224	975,779	756,509	783,648	1,123,251
City Clerk	383,716	402,753	340,392	604,601	434,027
City Attorney	287,010	298,929	321,826	333,000	333,000
Finance	1,110,978	929,929	1,097,723	1,358,930	1,475,512
Police Services	9,813,164	9,962,786	10,264,181	11,384,410	11,992,071
Community Development	2,826,647	3,132,389	3,606,150	3,125,020	3,918,266
Public Works	8,181,922	6,502,229	6,630,974	6,874,546	7,341,619
Parks and Recreation	3,217,560	5,574,202	5,823,986	6,571,773	6,666,999
<b>TOTAL DEPARTMENTAL</b>	<b>26,962,280</b>	<b>28,034,614</b>	<b>29,113,645</b>	<b>31,259,128</b>	<b>33,527,012</b>
Special Events	164,126	156,102	177,280	221,691	153,000
Non-Departmental	1,427,652	629,445	403,536	1,190,050	1,271,626
<b>TOTAL NON-DEPARTMENTAL</b>	<b>1,591,778</b>	<b>785,547</b>	<b>580,816</b>	<b>1,411,741</b>	<b>1,424,626</b>
<b>TOTAL OPERATING</b>	<b>28,554,058</b>	<b>28,820,161</b>	<b>29,694,461</b>	<b>32,670,869</b>	<b>34,951,638</b>
Capital Improvements <sup>1</sup>	12,668,248	10,974,874	9,391,765	37,817,129	11,132,741
<b>TOTAL CITY</b>	<b>41,222,306</b>	<b>39,795,035</b>	<b>39,086,226</b>	<b>70,487,998</b>	<b>46,084,379</b>

**Notes:**

<sup>1</sup> The Capital Improvements amended budget amount for FY 14-15 includes City Council approved prior-year carryovers.

**FIVE-YEAR OVERVIEW OF APPROPRIATIONS BY FUND  
FISCAL YEARS 2012-2016**

<i>Fund</i>	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Amended	FY 15-16 Adopted
General Fund	26,763,633	27,476,498	27,879,617	30,617,735	33,135,991
Gas Tax	1,527,885	1,089,414	1,513,005	1,513,005	1,433,623
Air Quality Improvement	43,171	38,063	65,930	75,000	77,231
Senior Transportation Fund	41,977	49,810	66,257	66,257	72,228
Supplemental Law Enforcement	99,996	99,823	100,181	100,000	100,309
Regional Narcotics Suppression	-	-	-	211,515	47,933
Community Development Block Grant	77,396	66,553	69,471	87,357	84,323
Capital Projects <sup>1</sup>	12,668,248	10,974,874	9,391,765	37,817,129	11,132,741
<b>TOTAL CITY</b>	<b>41,222,306</b>	<b>39,795,035</b>	<b>39,086,226</b>	<b>70,487,998</b>	<b>46,084,379</b>

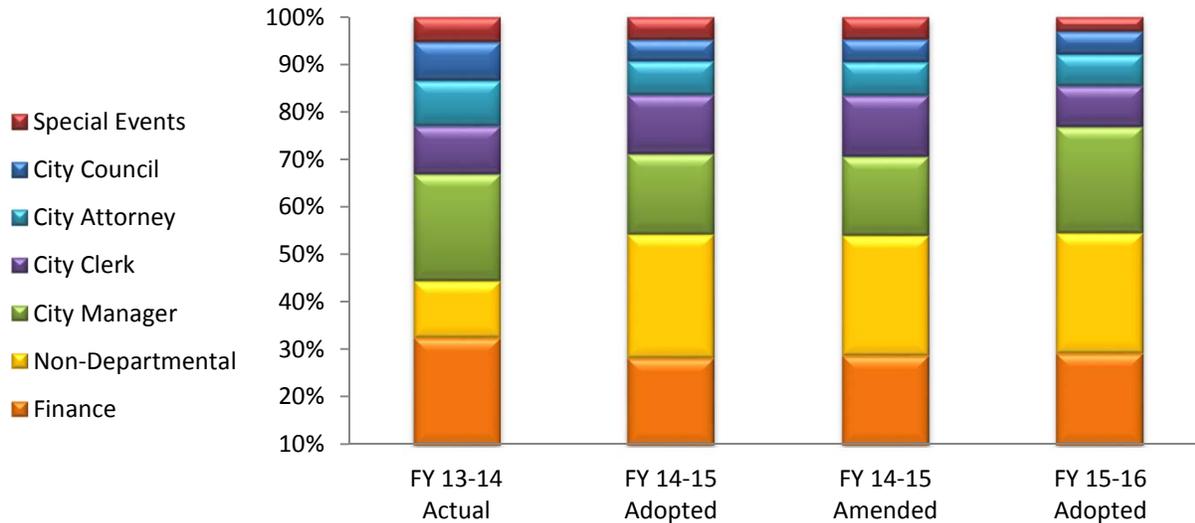
**Notes:**

\* Appropriation amounts are net of interfund transfers.

<sup>1</sup> The Capital Improvements amended budget amount for FY 14-15 includes City Council approved prior-year carryovers.

## GENERAL GOVERNMENT APPROPRIATIONS BY PROGRAM

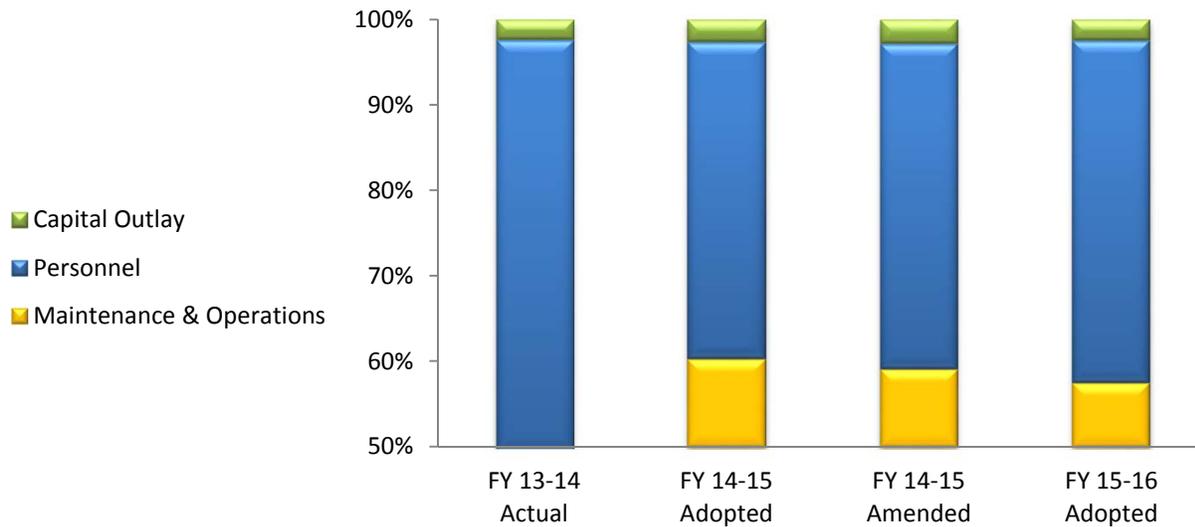
<i>Program</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
City Council	271,904	213,000	223,200	242,267	19,067	9%
Special Events	177,280	221,500	221,691	153,000	(68,691)	-31%
City Manager	756,509	790,648	783,648	1,123,251	339,603	43%
City Clerk	340,392	581,301	604,601	434,027	(170,574)	-28%
City Attorney	321,826	333,000	333,000	333,000	-	0%
Finance	1,097,723	1,327,199	1,358,930	1,475,512	116,582	9%
Non-Departmental	403,536	1,216,550	1,190,050	1,271,626	81,576	7%
<b>TOTAL</b>	<b>3,369,170</b>	<b>4,683,198</b>	<b>4,715,120</b>	<b>5,032,683</b>	<b>317,563</b>	<b>7%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	3,369,170	4,683,198	4,715,120	5,032,683	317,563	7%
<b>TOTAL</b>	<b>3,369,170</b>	<b>4,683,198</b>	<b>4,715,120</b>	<b>5,032,683</b>	<b>317,563</b>	<b>7%</b>

## GENERAL GOVERNMENT APPROPRIATIONS BY EXPENDITURE TYPE

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	1,620,103	1,732,936	1,791,449	2,011,897	<b>220,448</b>	<b>12%</b>
Maintenance & Operations	1,669,087	2,826,762	2,790,385	2,896,786	<b>106,401</b>	<b>4%</b>
Capital Outlay	79,980	123,500	133,286	124,000	<b>(9,286)</b>	<b>-7%</b>
<b>TOTAL</b>	<b>3,369,170</b>	<b>4,683,198</b>	<b>4,715,120</b>	<b>5,032,683</b>	<b>317,563</b>	<b>7%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	3,369,170	4,683,198	4,715,120	5,032,683	<b>317,563</b>	<b>7%</b>
<b>TOTAL</b>	<b>3,369,170</b>	<b>4,683,198</b>	<b>4,715,120</b>	<b>5,032,683</b>	<b>317,563</b>	<b>7%</b>

## **CITY COUNCIL**

### **DESCRIPTION**

The City Council is the legislative body of the City of Laguna Niguel. The five-member Council is responsible for setting the overall goals of the City, establishing policies, programs, and ordinances that safeguard the goals, needs, safety, and security of the community.

The City Council protects the City's financial security through the adoption of the annual budget, promotes communication between the City and its residents, protects the interests of the City by serving on regional boards that have an impact on Laguna Niguel citizens, and maintains a working knowledge of State and Federal issues affecting the City of Laguna Niguel.

### **GOALS AND OBJECTIVES**

- Participate on the Transportation Corridor Agencies (TCA), Orange County Fire Authority (OCFA), Southern California Association of Governments (SCAG), Orange County Council of Governments (OCCOG), Orange County Public Library Advisory Board, California Joint Powers Insurance Authority (CJPIA), and the Orange County Mosquito and Vector Control District.
- Collaborate with the City Manager and Community Development Department on the strategic planning for the County Courthouse property.
- Collaborate with City Manager and Community Development Department on major economic development opportunities.
- Collaborate with the City Manager, and the Community Development, Parks & Recreation and Public Works Departments on implementation of Tier 2 and 3 recreational improvements at Crown Valley Park.
- Continue participation in the Military Support Committee.
- Collaborate with the City Manager on the community-based innovation program Bright Ideas and Opportunities that Nurture and Improve our Community (BIONIC).
- Select two Additionally Agreed Upon Procedures for review by City's independent auditors. (Q1)
- Review and evaluate contract administration and procurement procedures with the City Manager. (Q1)
- Appoint a Mayor and Mayor Pro Tem for 2016. (Q2)

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## CITY COUNCIL

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### **GOALS AND OBJECTIVES (Continued)**

- Award community service organization and cultural arts program grants. (Q2)
- Interview Commission, Committee, and Board applicants and make appointments to all offices with terms expiring on December 31, 2015. (Q2)
- Conduct a Budget Workshop to review community goals, objectives, and priorities prior to development of the proposed FY 2016-2017 City Budget and Capital Improvement Program. (Q4)
- Conduct a Joint Meeting with the Youth Committee. (Q4)
- Interview Youth Committee Members and make appointments by June 30, 2016. (Q4)
- Collaborate with Community Development Department to monitor traffic generated by new development within the Gateway Specific Plan area. (Q4)

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**CITY COUNCIL**  
**SUMMARY OF PERSONNEL**

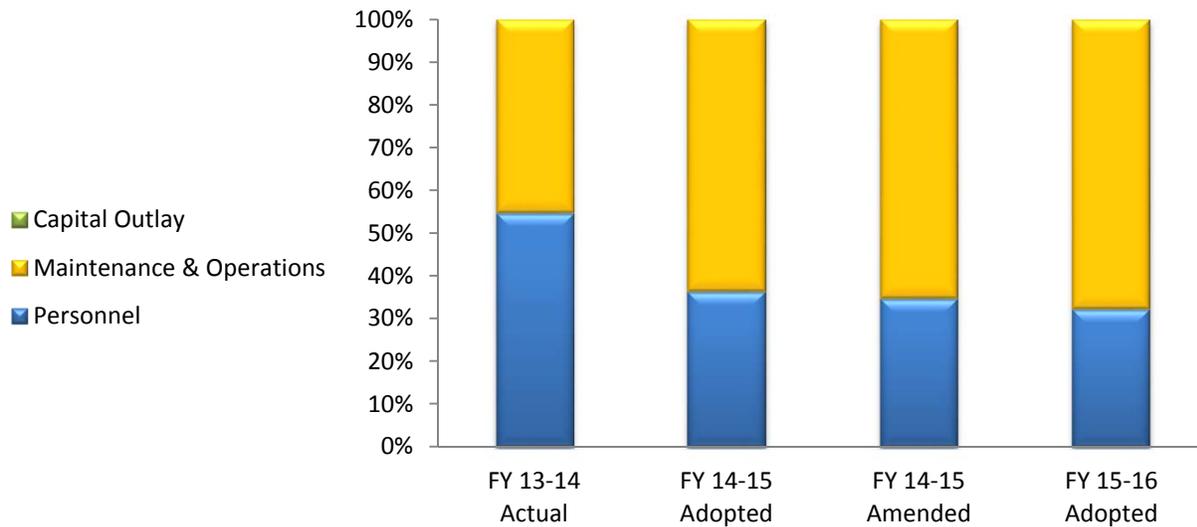
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5.00	Council Member
<u>0.50</u>	Executive Secretary
5.50	

**TOTAL PERSONNEL: 5.50**

**CITY COUNCIL  
DEPARTMENTAL SUMMARY**

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	148,889	77,660	77,660	78,317	657	1%
Maintenance & Operations	123,015	135,340	145,540	163,950	18,410	13%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>271,904</b>	<b>213,000</b>	<b>223,200</b>	<b>242,267</b>	<b>19,067</b>	<b>9%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	271,904	213,000	223,200	242,267	19,067	9%
<b>TOTAL</b>	<b>271,904</b>	<b>213,000</b>	<b>223,200</b>	<b>242,267</b>	<b>19,067</b>	<b>9%</b>

**CITY COUNCIL  
DEPARTMENTAL DETAIL**

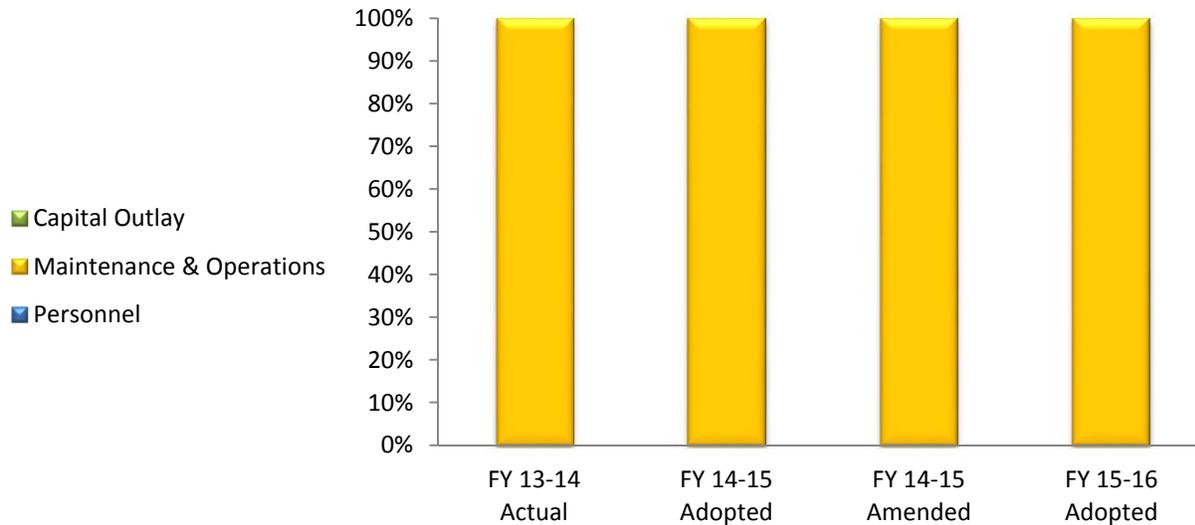
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Council Stipend & Compensation	24,000	24,000	24,000	24,000	-	0%
Salaries & Wages - Full-Time	85,131	35,091	35,091	35,838	747	2%
Salaries & Wages - Overtime	5,546	500	500	-	(500)	-100%
Retirement	11,171	4,914	4,914	5,281	367	7%
Health & Life Insurance	18,783	10,412	10,412	10,454	42	0%
Disability Insurance	582	249	249	254	5	2%
Workers' Compensation	474	142	142	134	(8)	-6%
Social Security	3,202	2,352	2,352	2,356	4	0%
<b>TOTAL PERSONNEL</b>	<b>148,889</b>	<b>77,660</b>	<b>77,660</b>	<b>78,317</b>	<b>657</b>	<b>1%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Clothing & Personnel Supplies	178	500	500	500	-	0%
Communications	18,036	12,000	12,000	1,000	(11,000)	-92%
Community Organization Grants	-	-	-	22,000	22,000	N/A
Computer Software	-	1,000	1,000	1,000	-	0%
Computer Supplies	264	500	500	500	-	0%
Media Outreach	10,566	25,000	25,000	34,900	9,900	40%
Maintenance - Equipment	-	500	500	500	-	0%
Memberships & Dues	56,462	58,500	53,500	54,500	1,000	2%
Outreach Materials	-	-	-	6,000	6,000	N/A
Printing	306	500	500	1,000	500	100%
Resource Materials	535	500	500	500	-	0%
Sister City Program	-	1,000	1,000	1,000	-	0%
Sponsorships	22,500	10,000	22,000	13,550	(8,450)	-38%
Travel, Meetings, & Conferences	14,168	15,340	15,340	15,000	(340)	-2%
Military Support	-	10,000	10,000	12,000	2,000	20%
Professional Services - Other	-	-	3,200	-	(3,200)	-100%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>123,015</b>	<b>135,340</b>	<b>145,540</b>	<b>163,950</b>	<b>18,410</b>	<b>13%</b>
<b>TOTAL CITY COUNCIL</b>	<b>271,904</b>	<b>213,000</b>	<b>223,200</b>	<b>242,267</b>	<b>19,067</b>	<b>9%</b>

## SPECIAL EVENTS DEPARTMENTAL SUMMARY

### DESCRIPTION

This function provides for City Council authorized special events and activities including community organization and cultural arts grants, the holiday parade, the Christmas tree and Menorah lighting ceremonies, shredding events, street decorations, and the volunteer recognition event.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	-	-	-	-	-	0%
Maintenance & Operations	177,280	221,500	221,691	153,000	(68,691)	-31%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>177,280</b>	<b>221,500</b>	<b>221,691</b>	<b>153,000</b>	<b>(68,691)</b>	<b>-31%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	177,280	221,500	221,691	153,000	(68,691)	-31%
<b>TOTAL</b>	<b>177,280</b>	<b>221,500</b>	<b>221,691</b>	<b>153,000</b>	<b>(68,691)</b>	<b>-31%</b>

**SPECIAL EVENTS**  
**DEPARTMENTAL DETAIL**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)
<b>MAINTENANCE &amp; OPERATIONS</b>					
Community Organization Grants	21,500	20,000	20,000	-	(20,000) -100%
Special Events Grant Programs	5,000	15,000	15,000	15,000	- 0%
Holiday Lights	13,055	-	-	-	- 0%
Holiday Parade	45,771	48,000	48,191	48,000	(191) 0%
La Dolce Vita Italian Festival	21,089	-	-	-	- 0%
Menorah Lighting Ceremony	3,000	3,000	3,000	3,000	- 0%
Shredding Events	10,753	-	-	-	- 0%
Sister City Program	680	-	-	-	- 0%
Special Events	1,035	33,000	33,000	10,000	(23,000) -70%
Sponsorships	-	15,000	15,000	15,000	- 0%
Street Decorations	33,950	63,500	63,500	38,000	(25,500) -40%
Christmas Tree Lighting Ceremony	3,000	8,000	8,000	8,000	- 0%
Military Support	5,546	-	-	-	- 0%
Volunteer Recognition Event	12,901	16,000	16,000	16,000	- 0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>177,280</b>	<b>221,500</b>	<b>221,691</b>	<b>153,000</b>	<b>(68,691) -31%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>- 0%</b>
<b>TOTAL SPECIAL EVENTS</b>	<b>177,280</b>	<b>221,500</b>	<b>221,691</b>	<b>153,000</b>	<b>(68,691) -31%</b>

## **CITY MANAGER**

### **DESCRIPTION**

The City Manager's office implements the policies and programs adopted by the City Council. To accomplish this, the City Manager's office works with the City Council and staff to develop an overall vision for the future of the community and helps provide leadership to implement the vision. The City Manager's office also assists the City Council in developing new policies and decision-making by identifying and analyzing issues, providing City Council with relevant information, and implementing City Council decisions on time and within budget.

The City Manager's office works directly with the Finance Department to ensure the continued financial health of the City by developing a recommended Operating Budget and Capital Improvement Program.

Working through Department Heads, the City Manager's office directs, coordinates, and administers the overall operations of the City, and ensures that departments run efficiently and effectively. It also develops effective communications with the community, relevant individuals, organizations, city governments, the region, state, and nation.

### **GOALS AND OBJECTIVES**

- Collaborate with the City Council and Community Development Department on the strategic planning for the County Courthouse property.
- Continue programming activities for the City's local government access channel.
- Continue administration of the City's website, mobile app and social media efforts to enhance public awareness and access to information on city services, events and activities.
- Collaborate with the City Council and Community Development Department on major economic development opportunities.
- Collaborate with the City Council, and the Community Development, Parks & Recreation and Public Works Departments on implementation of Tier 2 and 3 recreational improvements at Crown Valley Park.
- Collaborate with City Council on the community-based innovation program Bright Ideas and Opportunities that Nurture and Improve our Community (BIONIC).

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## **CITY MANAGER**

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### **GOALS AND OBJECTIVES (Continued)**

- Review and evaluate contract administration and procurement procedures with the City Council. (Q1)
- Coordinate with the new Gateway development property managers to provide information on City businesses and services to new residents moving into the Gateway area. (Q1)
- Collaborate with the City Council to consider creating a Young Citizen's Academy that focuses on informing middle school students about local government and civic pride. (Q1)
- Collaborate with Parks & Recreation Department and Capistrano Unified School District (CUSD) to extend time frames for the Joint Use Field Agreements. (Q2)
- Complete the annual review and update of City Financial Reserves Policy. (Q4)
- Implement a web-based recruiting, hiring and retention system for open City positions. (Q4)
- Continue to coordinate processing and orientation of new employees, outgoing interviews, and employee relations. (Q1, Q2, Q3 & Q4)

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**CITY MANAGER**  
**SUMMARY OF PERSONNEL**

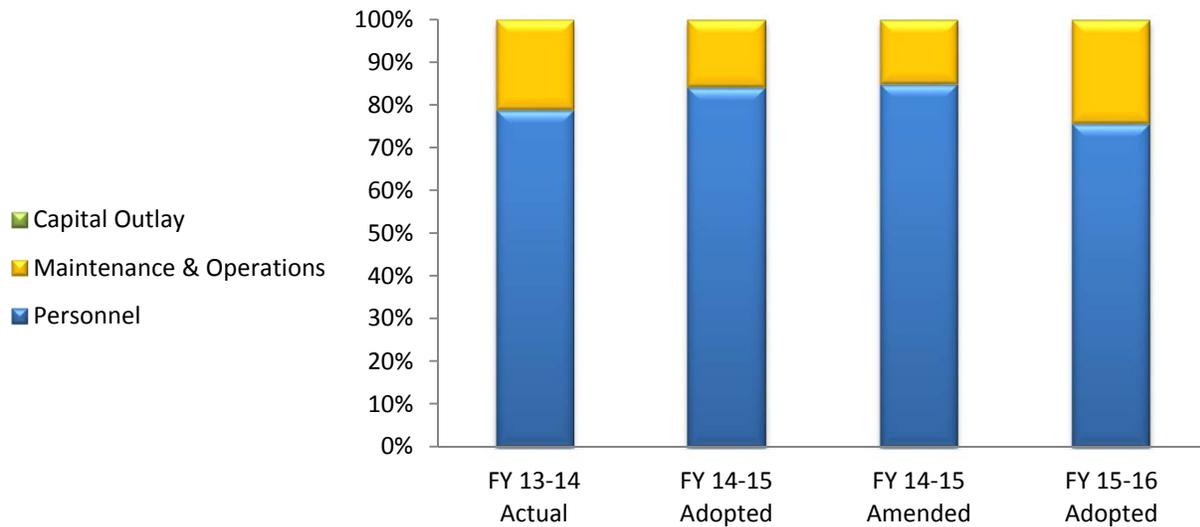
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1.00	City Manager
1.00	Assistant City Manager
1.00	Human Resources Manager
1.00	Communications Officer
<u>0.50</u>	Executive Secretary
4.50	

**TOTAL PERSONNEL: 4.50**

**CITY MANAGER  
DEPARTMENTAL SUMMARY**

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	596,161	664,888	664,888	849,806	<b>184,918</b>	<b>28%</b>
Maintenance & Operations	159,663	124,760	117,760	271,945	<b>154,185</b>	<b>131%</b>
Capital Outlay	685	1,000	1,000	1,500	<b>500</b>	<b>50%</b>
<b>TOTAL</b>	<b>756,509</b>	<b>790,648</b>	<b>783,648</b>	<b>1,123,251</b>	<b>339,603</b>	<b>43%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	756,509	790,648	783,648	1,123,251	<b>339,603</b>	<b>43%</b>
<b>TOTAL</b>	<b>756,509</b>	<b>790,648</b>	<b>783,648</b>	<b>1,123,251</b>	<b>339,603</b>	<b>43%</b>

**CITY MANAGER  
DEPARTMENTAL DETAIL**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	453,280	506,985	506,985	647,764	140,779	28%
Salaries & Wages - Overtime	1,874	4,000	4,000	2,000	(2,000)	-50%
Retirement	45,198	56,078	56,078	69,590	13,512	24%
Health & Life Insurance	58,785	62,222	62,222	86,093	23,871	38%
Disability Insurance	3,132	2,115	2,115	4,599	2,484	117%
Workers' Compensation	1,328	1,202	1,202	2,430	1,228	102%
Social Security	6,949	4,378	4,378	9,422	5,044	115%
Other Benefits	25,615	27,908	27,908	27,908	-	0%
<b>TOTAL PERSONNEL</b>	<b>596,161</b>	<b>664,888</b>	<b>664,888</b>	<b>849,806</b>	<b>184,918</b>	<b>28%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Communications	6,298	3,800	3,800	4,800	1,000	26%
Computer Software	1,302	-	-	1,000	1,000	N/A
Computer Supplies	478	500	500	500	-	0%
Educational Reimbursement	-	-	-	5,000	5,000	N/A
Employee Recognition Program	14,718	-	-	30,000	30,000	N/A
Maintenance - Equipment	-	500	500	500	-	0%
Memberships & Dues	12,801	17,475	17,475	18,820	1,345	8%
Outreach Materials	1,284	6,000	6,000	-	(6,000)	-100%
Postage/Delivery	-	500	500	500	-	0%
Printing	2,009	1,000	1,000	1,000	-	0%
Recruitment	7,396	-	-	-	-	0%
Resource Materials	3,220	2,000	2,000	2,000	-	0%
Training & Education	1,784	-	-	-	-	0%
Travel, Meetings, & Conferences	6,803	12,485	5,485	13,825	8,340	152%
Citizens Satisfaction Survey	19,400	-	-	-	-	0%
Internet/Website	20,071	22,500	22,500	28,000	5,500	24%

**CITY MANAGER  
DEPARTMENTAL DETAIL**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINT &amp; OPERATIONS (Cont.)</b>						
Laguna Niguel Library Support	27,160	30,000	30,000	45,000	15,000	50%
Personnel Consultants	5,003	-	-	8,000	8,000	N/A
Professional Services - Other	3,936	-	-	85,000	85,000	N/A
LNCC Business Directory	20,000	22,000	22,000	22,000	-	0%
LNCC Shop Laguna Niguel	6,000	6,000	6,000	6,000	-	0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>159,663</b>	<b>124,760</b>	<b>117,760</b>	<b>271,945</b>	<b>154,185</b>	<b>131%</b>
<b>CAPITAL OUTLAY</b>						
Furniture & Equipment < \$500	-	1,000	500	1,000	500	100%
Copiers/Printers/Scanners	352	-	500	500	-	0%
Desktop/Laptop Computers	333	-	-	-	-	0%
<b>TOTAL CAPITAL OUTLAY</b>	<b>685</b>	<b>1,000</b>	<b>1,000</b>	<b>1,500</b>	<b>500</b>	<b>50%</b>
<b>TOTAL CITY MANAGER</b>	<b>756,509</b>	<b>790,648</b>	<b>783,648</b>	<b>1,123,251</b>	<b>339,603</b>	<b>43%</b>

## **CITY CLERK**

### **DESCRIPTION**

The City Clerk is the local official for elections, local legislation, the Public Record's Act, the Political Reform Act, and the Brown Act (open meeting laws). Before and after the City Council takes action, the City Clerk ensures that actions are in compliance with all federal, state, and local statutes and regulations and that all actions are properly executed, recorded, and archived.

The statutes of the State of California prescribe the basic functions and duties of the City Clerk, and the Government Code and Election Code provide precise and specific responsibilities and procedures to follow.

The City Clerk's office is a service department with the municipal government upon which the City Council, all City departments, and the general public rely for information regarding the operations and legislative history of the City.

### **GOALS AND OBJECTIVES**

- Coordinate scanning of various documents into Questys Document Imaging Software.
- Assist City Council, Commission/Committee members, and staff that are required to file Conflict of Interest Form 700 with the California Fair Political Practices Commission (FPPC) using the Netfile e-filing system. (Q3 & Q4)
- Conduct public outreach and advertise Board/Commission/Committee vacancies. (Q1 & Q2)
- Participate with Police Services and Public Works Department in three (3) Document Shredding and Identity Theft events. (Q1, Q3, & Q4)
- Conduct new Commissioner/Committee member training and administer oath to new Commissioner/Committee members after appointment by City Council. (Q3)
- Coordinate meetings with the City Council and Youth Committee to conduct interviews for Youth Committee applicants for appointment by June 30, 2016.
- Work with City Council on campaign filing requirements including Fair Political Practices Commission (FPPC) and Secretary of State (SOS). Continue to work cooperatively with Orange County Registrar of Voters on future elections. (Q1, Q2, Q3 & Q4)
- Review Agenda Planning and Records Management/Document Imaging software. (Q4)

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**CITY CLERK**  
**SUMMARY OF PERSONNEL**

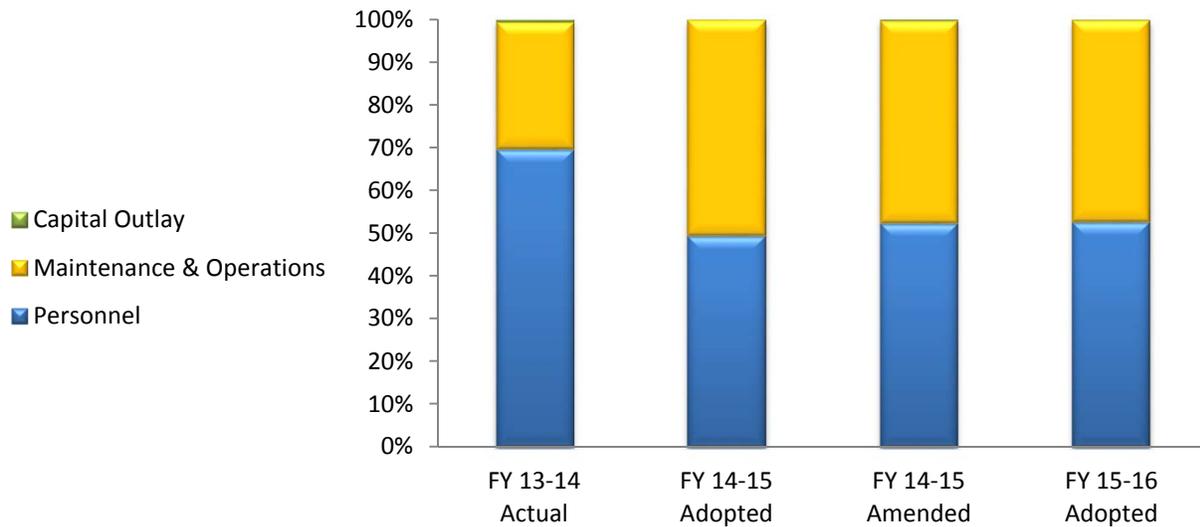
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1.00	City Clerk
<u>1.00</u>	Deputy City Clerk
2.00	

**TOTAL PERSONNEL: 2.00**

**CITY CLERK  
DEPARTMENTAL SUMMARY**

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	237,059	287,766	316,516	228,717	(87,799)	-28%
Maintenance & Operations	101,336	293,035	286,385	204,810	(81,575)	-28%
Capital Outlay	1,997	500	1,700	500	(1,200)	-71%
<b>TOTAL</b>	<b>340,392</b>	<b>581,301</b>	<b>604,601</b>	<b>434,027</b>	<b>(170,574)</b>	<b>-28%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	340,392	581,301	604,601	434,027	(170,574)	-28%
<b>TOTAL</b>	<b>340,392</b>	<b>581,301</b>	<b>604,601</b>	<b>434,027</b>	<b>(170,574)</b>	<b>-28%</b>

**CITY CLERK  
DEPARTMENTAL DETAIL**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	160,799	201,614	224,411	168,558	(55,853)	-25%
Salaries & Wages - Part-Time	6,479	10,000	10,000	-	(10,000)	-100%
Salaries & Wages - Overtime	7,947	9,500	4,500	2,000	(2,500)	-56%
Retirement	18,077	23,018	26,210	17,983	(8,227)	-31%
Health & Life Insurance	39,419	32,696	39,968	30,398	(9,570)	-24%
Disability Insurance	1,038	1,431	1,592	1,147	(445)	-28%
Workers' Compensation	829	881	951	658	(293)	-31%
Social Security	2,471	3,826	4,084	3,173	(911)	-22%
Other Benefits	-	4,800	4,800	4,800	-	0%
<b>TOTAL PERSONNEL</b>	<b>237,059</b>	<b>287,766</b>	<b>316,516</b>	<b>228,717</b>	<b>(87,799)</b>	<b>-28%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Communications	1,373	1,400	2,000	2,000	-	0%
Computer Software	4,407	5,000	16,000	10,200	(5,800)	-36%
Computer Supplies	239	500	500	500	-	0%
Educational Reimbursement	-	5,000	5,000	-	(5,000)	-100%
Elections	-	55,000	35,000	-	(35,000)	-100%
Employee Recognition Program	-	30,000	30,000	-	(30,000)	-100%
Memberships & Dues	210	3,910	3,910	4,210	300	8%
Municipal Code	3,101	2,000	2,000	2,000	-	0%
Office Supplies	439	600	1,000	600	(400)	-40%
Plaques/Presentation Supplies	500	1,000	1,000	5,000	4,000	400%
Postage/Delivery	510	600	600	600	-	0%
Printing	395	5,000	5,000	5,000	-	0%
Public Notices	21,362	20,000	20,000	20,000	-	0%
Records Management	57,338	120,000	120,000	120,000	-	0%
Recruitment	-	6,000	7,350	7,350	-	0%

**CITY CLERK  
DEPARTMENTAL DETAIL**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINT &amp; OPERATIONS (Cont.)</b>						
Resource Materials	8,397	13,500	13,500	13,500	-	0%
Training & Education	-	10,000	10,000	10,000	-	0%
Travel, Meetings, & Conferences	3,065	5,525	5,525	3,850	(1,675)	-30%
Personnel Consultants	-	8,000	8,000	-	(8,000)	-100%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>101,336</b>	<b>293,035</b>	<b>286,385</b>	<b>204,810</b>	<b>(81,575)</b>	<b>-28%</b>
<b>CAPITAL OUTLAY</b>						
Furniture & Equipment < \$500	-	500	500	500	-	0%
Desktop/Laptop Computers	1,131	-	1,200	-	(1,200)	-100%
Network Computer Equipment	866	-	-	-	-	0%
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,997</b>	<b>500</b>	<b>1,700</b>	<b>500</b>	<b>(1,200)</b>	<b>-71%</b>
<b>TOTAL CITY CLERK</b>	<b>340,392</b>	<b>581,301</b>	<b>604,601</b>	<b>434,027</b>	<b>(170,574)</b>	<b>-28%</b>

## **CITY ATTORNEY**

### **DESCRIPTION**

The City Attorney provides legal direction to the City Council and City staff, prepares necessary legal documents, and prosecutes or defends actions to which the City is party. The City Attorney is a contracted service provided by the legal firm of Terry E. Dixon.

### **GOALS AND OBJECTIVES**

- Monitor and advise City Council and staff on conflict of interest disqualification and disclosure laws and campaign contribution limits laws.
- Monitor CJPIA and special counsel representation of the City in litigation; personally represent City as appropriate.
- Assist staff with update of procurement/purchasing policies.
- Assist staff regarding review and action on proposals for development of the County Courthouse property.
- Assist staff with monitoring Ranch Plan/SCRIPS Traffic Mitigation and Developer Fee Program process with County of Orange and South County Cities.
- Assist staff with compliance with ethics training requirement of Assembly Bill No. 1234.
- Continue to monitor legal developments including proposed legislation related to Medical Marijuana Dispensaries, e-cigarettes and prohibitions on smoking tobacco.
- Continue to monitor and assist staff with NPDES Permit review and implementation and Unfunded Mandate Test Claim issues.
- Continue to review law and advise City Council regarding regulating homelessness, beggars, and panhandlers.
- Continue to monitor and assist staff with installation of cellular facilities, including installation in the public right-of-way.
- Update provisions in Laguna Niguel Municipal Code related to animal control regulations and massage and other specialty licenses.
- Assist staff with inventory of expiring Irrevocable Offers of Dedication for open space, park, trail, landscape maintenance and scenic preservation easements and recommendations for acceptance or rejection.

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## CITY ATTORNEY

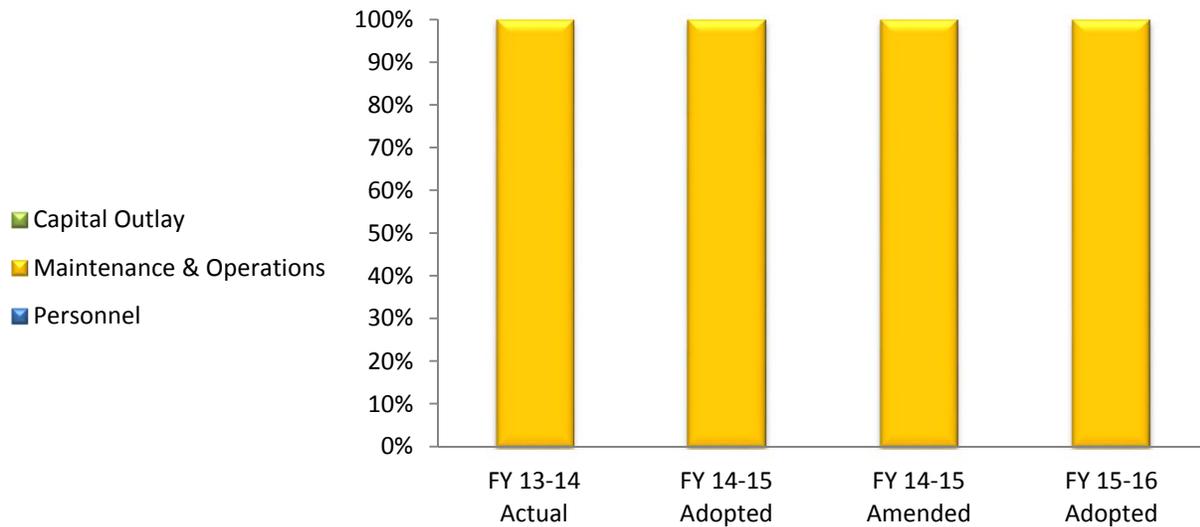
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### **GOALS AND OBJECTIVES (Continued)**

- Assist staff with implementation of Gateway Specific Plan, including:
  - Pending development projects
  - Evaluation of economic incentives to attract quality developers/uses to area
- Assist staff with negotiations of Joint Use Agreements with CUSD.
- Participate in a Municipal Code Review Workshop with the City Council and City Clerk.
- Handle litigation regarding Public Works contracts.
- Monitor and advise the City Council regarding pinhole leaks in copper piping in residences.

**CITY ATTORNEY  
DEPARTMENTAL SUMMARY**

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	-	-	-	-	-	0%
Maintenance & Operations	321,826	333,000	333,000	333,000	-	0%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>321,826</b>	<b>333,000</b>	<b>333,000</b>	<b>333,000</b>	-	0%



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	321,826	333,000	333,000	333,000	-	0%
<b>TOTAL</b>	<b>321,826</b>	<b>333,000</b>	<b>333,000</b>	<b>333,000</b>	-	0%

**CITY ATTORNEY  
DEPARTMENTAL DETAIL**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)
<b>MAINTENANCE &amp; OPERATIONS</b>					
Legal Services	321,826	333,000	333,000	333,000	- 0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>321,826</b>	<b>333,000</b>	<b>333,000</b>	<b>333,000</b>	- 0%
<b>TOTAL CAPITAL OUTLAY</b>	-	-	-	-	- 0%
<b>TOTAL CITY ATTORNEY</b>	<b>321,826</b>	<b>333,000</b>	<b>333,000</b>	<b>333,000</b>	- 0%

## **FINANCE**

### **DESCRIPTION**

The Finance Department is responsible for financial management planning support, including periodic analysis, development of the City's operating budget, and assisting the Public Works Department in preparing the Five-Year Capital Improvement Program. The department also administers the fiscal affairs of the City through maintenance of a general ledger; production of financial reports; collection and posting of revenues; payment of and accounting for obligations; payroll; preparation of the Comprehensive Annual Financial Report (CAFR); preparation of other financial reports, such as the State Controller's Reports; and maintaining custody and investment management of all City funds in accordance with State law and the City Investment Policy.

The Finance Department is also responsible for all aspects of the City's information technology function, including managing, supporting, and securing the technology infrastructure, information systems hardware and software, telecommunications, and providing the leading-edge technology and related services utilized by the City's various departments.

### **GOALS AND OBJECTIVES**

- Prepare City's Annual Investment Report for FY 2014-2015. (Q1)
- Coordinate independent auditors' review of FY 2014-2015 City financial statements and prepare Comprehensive Annual Financial Report (CAFR). (Q2)
- Review and update City Investment Policy. (Q2)
- Prepare and submit Measure M2 Annual Expenditure Report to OCTA. (Q2)
- Complete FY 2015-2016 Mid-Year Budget Review. (Q3)
- Coordinate with the Public Works Department on the review of CIP progress at Mid-Year Budget Review. (Q3)
- Conduct City Council FY 2016-2017 Pre-Budget Workshop. (Q3)
- Submit Proposed FY 2016-2017 City Budget and Capital Improvement Program. (Q4)
- Update 5-Year Revenue and Expenditure Forecast. (Q4)
- Continue review of the City's financial core software system. (Q4)

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**FINANCE**  
**SUMMARY OF PERSONNEL**

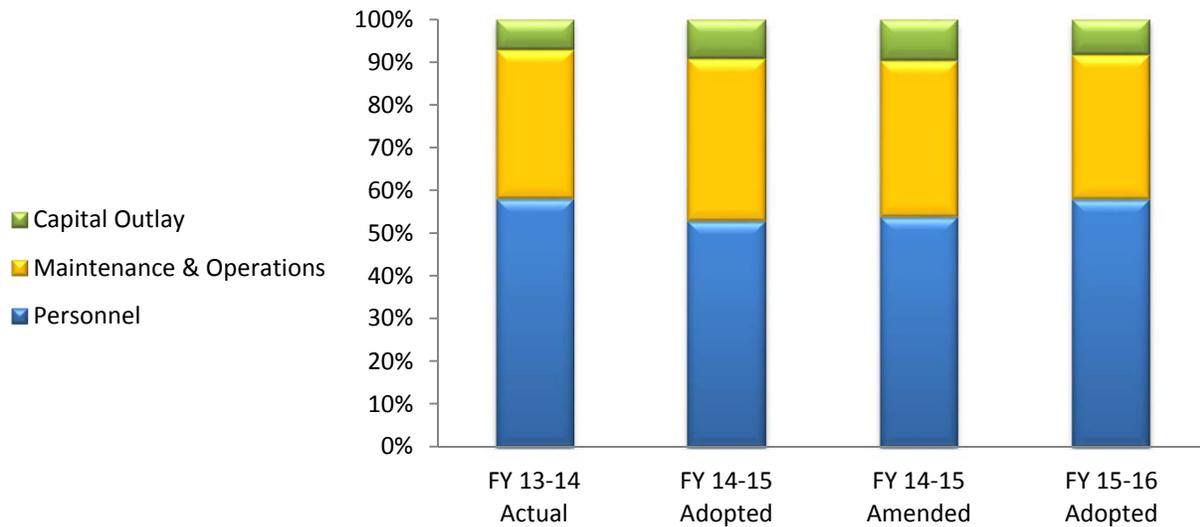
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1.00	Director of Finance
1.00	Finance Manager
1.00	Purchasing Manager
1.00	IT Network Administrator
1.00	Senior Accountant
1.00	Senior Account Clerk
1.00	Account Clerk
<hr/>	
7.00	

**TOTAL PERSONNEL: 7.00**

**FINANCE**  
**DEPARTMENTAL SUMMARY**

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	637,994	702,622	732,385	855,057	122,672	17%
Maintenance & Operations	382,431	502,577	495,959	498,455	2,496	1%
Capital Outlay	77,298	122,000	130,586	122,000	(8,586)	-7%
<b>TOTAL</b>	<b>1,097,723</b>	<b>1,327,199</b>	<b>1,358,930</b>	<b>1,475,512</b>	<b>116,582</b>	<b>9%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	1,097,723	1,327,199	1,358,930	1,475,512	116,582	9%
<b>TOTAL</b>	<b>1,097,723</b>	<b>1,327,199</b>	<b>1,358,930</b>	<b>1,475,512</b>	<b>116,582</b>	<b>9%</b>

**FINANCE**  
**DEPARTMENTAL DETAIL**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	463,103	521,682	544,827	631,907	<b>87,080</b>	<b>16%</b>
Salaries & Wages - Part-Time	3,014	-	4,000	4,000	-	<b>0%</b>
Salaries & Wages - Overtime	17,166	7,500	10,000	10,000	-	<b>0%</b>
Retirement	59,454	70,184	70,184	83,733	<b>13,549</b>	<b>19%</b>
Health & Life Insurance	77,811	84,972	84,972	104,100	<b>19,128</b>	<b>23%</b>
Disability Insurance	3,176	3,704	3,704	4,487	<b>783</b>	<b>21%</b>
Workers' Compensation	2,183	2,107	2,225	2,416	<b>191</b>	<b>9%</b>
Social Security	7,287	7,673	7,673	9,614	<b>1,941</b>	<b>25%</b>
Other Benefits	4,800	4,800	4,800	4,800	-	<b>0%</b>
<b>TOTAL PERSONNEL</b>	<b>637,994</b>	<b>702,622</b>	<b>732,385</b>	<b>855,057</b>	<b>122,672</b>	<b>17%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Armored Car Service	3,592	3,620	3,620	3,820	<b>200</b>	<b>6%</b>
Bank Monitoring Reports	-	240	240	240	-	<b>0%</b>
Bank/Credit Card/NSF Charges	8,601	10,500	10,500	10,500	-	<b>0%</b>
CAFR Award/Information	1,860	2,270	2,270	2,270	-	<b>0%</b>
Committee/Commission Stipends	600	2,200	2,200	1,250	<b>(950)</b>	<b>-43%</b>
Communications	3,196	3,250	3,250	3,350	<b>100</b>	<b>3%</b>
Computer Software	29,212	35,200	35,200	35,200	-	<b>0%</b>
Computer Supplies	8,448	6,000	6,000	6,000	-	<b>0%</b>
Integrated Accounting System	29,552	53,120	53,120	53,120	-	<b>0%</b>
Maintenance - Equipment	211	5,500	5,500	5,500	-	<b>0%</b>
Memberships & Dues	1,304	1,585	1,585	1,635	<b>50</b>	<b>3%</b>
Office Supplies	3,889	5,000	5,000	5,000	-	<b>0%</b>
Payroll Processing	20,322	35,162	42,044	44,200	<b>2,156</b>	<b>5%</b>
Postage/Delivery	65	500	500	500	-	<b>0%</b>
Printing	1,988	5,800	5,800	5,800	-	<b>0%</b>

**FINANCE**  
**DEPARTMENTAL DETAIL**

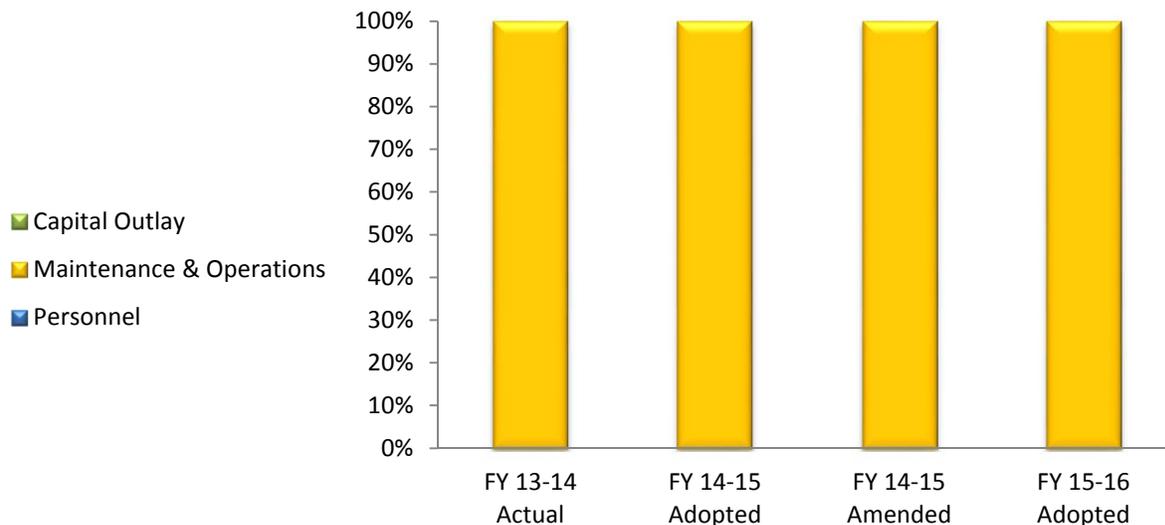
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINT &amp; OPERATIONS (Cont.)</b>						
Resource Materials	1,685	2,000	2,000	2,000	-	0%
Safekeeping Services	8,579	8,800	8,800	8,800	-	0%
Training & Education	11,552	9,365	9,365	9,365	-	0%
Travel, Meetings, & Conferences	1,176	2,185	2,185	2,185	-	0%
Independent Audit	36,597	34,430	34,430	35,370	940	3%
IT Technical Support	160,348	200,000	186,500	186,500	-	0%
Mandated Claims	4,750	7,750	7,750	7,750	-	0%
Professional Services - Other	44,904	68,100	68,100	68,100	-	0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>382,431</b>	<b>502,577</b>	<b>495,959</b>	<b>498,455</b>	<b>2,496</b>	<b>1%</b>
<b>CAPITAL OUTLAY</b>						
Furniture & Equipment < \$500	140	-	-	-	-	0%
Computer Software	-	16,000	16,000	16,000	-	0%
Desktop/Laptop Computers	299	6,000	6,000	6,000	-	0%
Network Computer Equipment	76,859	100,000	108,586	100,000	(8,586)	-8%
<b>TOTAL CAPITAL OUTLAY</b>	<b>77,298</b>	<b>122,000</b>	<b>130,586</b>	<b>122,000</b>	<b>(8,586)</b>	<b>-7%</b>
<b>TOTAL FINANCE</b>	<b>1,097,723</b>	<b>1,327,199</b>	<b>1,358,930</b>	<b>1,475,512</b>	<b>116,582</b>	<b>9%</b>

## NON-DEPARTMENTAL DEPARTMENTAL SUMMARY

### DESCRIPTION

This function accounts for those expenditures that cannot readily be allocated to any one department or that reflect jointly coordinated programs or projects. Expenditures include building supplies that have broad benefit and applicability, local and long distance telephone service for City Hall, Internet and LAN service for City Hall, first aid supplies, insurance, office equipment leases and maintenance, office supplies used by all departments, postage, and property tax administration fees paid to the County of Orange.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	-	-	-	-	-	0%
Maintenance & Operations	403,536	1,216,550	1,190,050	1,271,626	81,576	7%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>403,536</b>	<b>1,216,550</b>	<b>1,190,050</b>	<b>1,271,626</b>	<b>81,576</b>	<b>7%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	403,536	1,216,550	1,190,050	1,271,626	81,576	7%
<b>TOTAL</b>	<b>403,536</b>	<b>1,216,550</b>	<b>1,190,050</b>	<b>1,271,626</b>	<b>81,576</b>	<b>7%</b>

**NON-DEPARTMENTAL  
DEPARTMENTAL DETAIL**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINTENANCE &amp; OPERATIONS</b>						
Building Supplies	18,517	20,000	20,000	20,000	-	0%
Communications	49,171	69,800	69,800	69,800	-	0%
Contingencies	-	500,000	500,000	500,000	-	0%
First Aid Supplies	1,945	3,000	3,000	3,000	-	0%
Insurance	143,657	394,000	367,500	449,076	81,576	22%
Lease - Equipment	23,095	8,000	6,750	6,750	-	0%
Maintenance - Equipment	8,017	6,000	6,000	6,000	-	0%
Office Supplies	14,822	15,000	15,000	15,000	-	0%
Postage/Delivery	1,556	6,000	6,000	6,000	-	0%
Printing	2,151	6,000	6,000	6,000	-	0%
Property Tax Administration Fees	139,122	188,000	188,000	188,000	-	0%
Resource Materials	1,483	750	2,000	2,000	-	0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>403,536</b>	<b>1,216,550</b>	<b>1,190,050</b>	<b>1,271,626</b>	<b>81,576</b>	<b>7%</b>
<b>TOTAL CAPITAL OUTLAY</b>	-	-	-	-	-	0%
<b>TOTAL NON-DEPARTMENTAL</b>	<b>403,536</b>	<b>1,216,550</b>	<b>1,190,050</b>	<b>1,271,626</b>	<b>81,576</b>	<b>7%</b>

## **PUBLIC SAFETY**

### **DESCRIPTION**

The Public Safety function includes the Police Services, Animal Control, and Emergency Preparedness programs. Fire protection services for the City are funded through the Structural Fire Fund administered and staffed by the Orange County Fire Authority.

### **GOALS AND OBJECTIVES**

- Provide quarterly "Laguna Niguel Disaster Ready" programs for residents. (Q1, Q2, Q3, Q4)
- Provide quarterly training for Neighborhood Watch Block Captains. (Q1, Q2, Q3, Q4)
- Increase Neighborhood Watch groups with the goal of reaching out to all homeowners associations in the City. (Q1, Q2, Q3, Q4)
- Expand and update the Business Watch program. (Q1, Q2, Q3, Q4)
- Coordinate Event Action Plans and staff special events requiring Police Services personnel. (Q1, Q2, Q3, Q4)
- Prepare analysis for consideration to establish a False Alarm Fee Program. (Q2)
- Conduct one Emergency Preparedness Tabletop Exercise. (Q2)
- Conduct one Citizen Academy. (Q3)
- Conduct one South Orange County Community Preparedness Academy. (Q3)

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**PUBLIC SAFETY**  
**SUMMARY OF PERSONNEL**

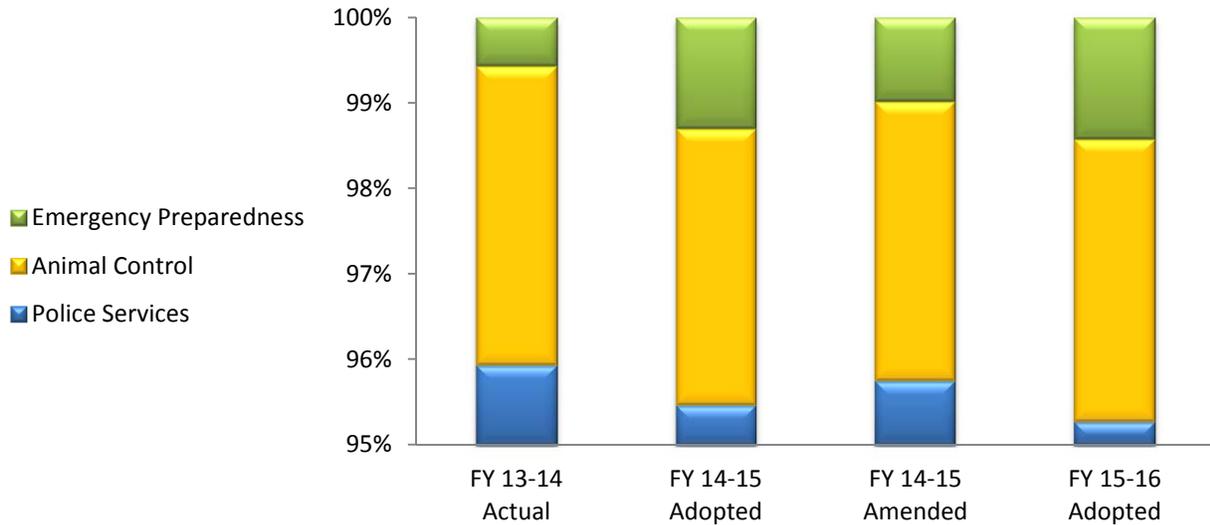
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1.00	Management Analyst
<u>1.00</u>	Secretary
2.00	

**TOTAL PERSONNEL: 2.00**

**PUBLIC SAFETY  
APPROPRIATIONS BY PROGRAM**

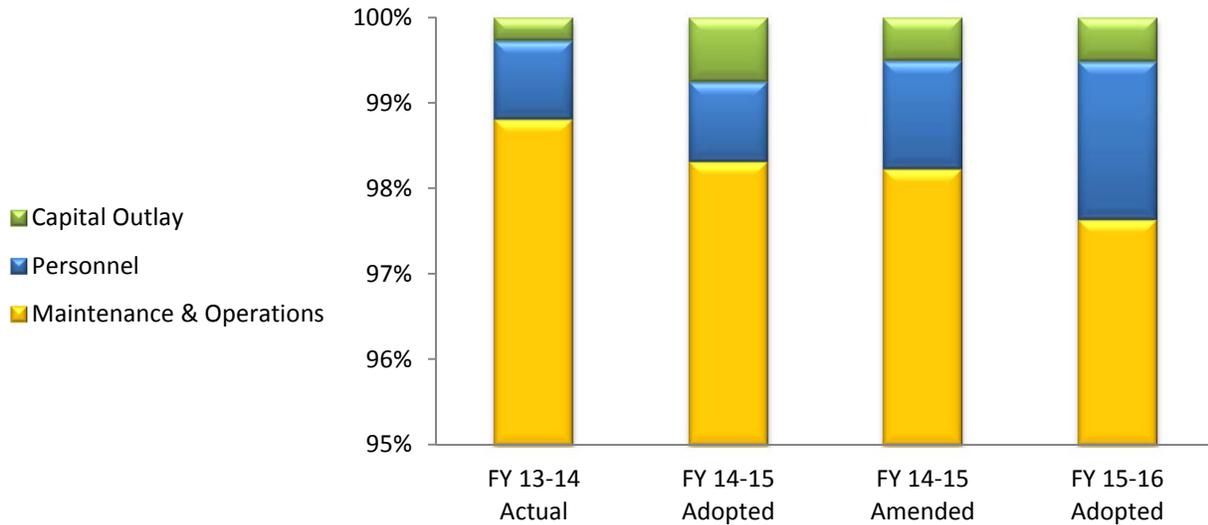
<i>Program</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Police Services	9,847,300	10,644,077	10,901,150	11,426,041	<b>524,891</b>	<b>5%</b>
Animal Control	358,340	360,000	371,490	395,300	<b>23,810</b>	<b>6%</b>
Emergency Preparedness	58,541	144,770	111,770	170,730	<b>58,960</b>	<b>53%</b>
<b>TOTAL</b>	<b>10,264,181</b>	<b>11,148,847</b>	<b>11,384,410</b>	<b>11,992,071</b>	<b>607,661</b>	<b>5%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	10,164,000	11,048,847	11,072,895	11,843,829	<b>770,934</b>	<b>7%</b>
Supplemental Law Enforcement	100,181	100,000	100,000	100,309	<b>309</b>	<b>0%</b>
Regional Narcotics Suppression	-	-	211,515	47,933	<b>(163,582)</b>	<b>-77%</b>
<b>TOTAL</b>	<b>10,264,181</b>	<b>11,148,847</b>	<b>11,384,410</b>	<b>11,992,071</b>	<b>607,661</b>	<b>5%</b>

**PUBLIC SAFETY**  
**APPROPRIATIONS BY EXPENDITURE TYPE**

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	93,950	103,823	143,823	221,375	<b>77,552</b>	<b>54%</b>
Maintenance & Operations	10,142,196	10,960,924	11,182,989	11,708,923	<b>525,934</b>	<b>5%</b>
Capital Outlay	28,035	84,100	57,598	61,773	<b>4,175</b>	<b>7%</b>
<b>TOTAL</b>	<b>10,264,181</b>	<b>11,148,847</b>	<b>11,384,410</b>	<b>11,992,071</b>	<b>607,661</b>	<b>5%</b>



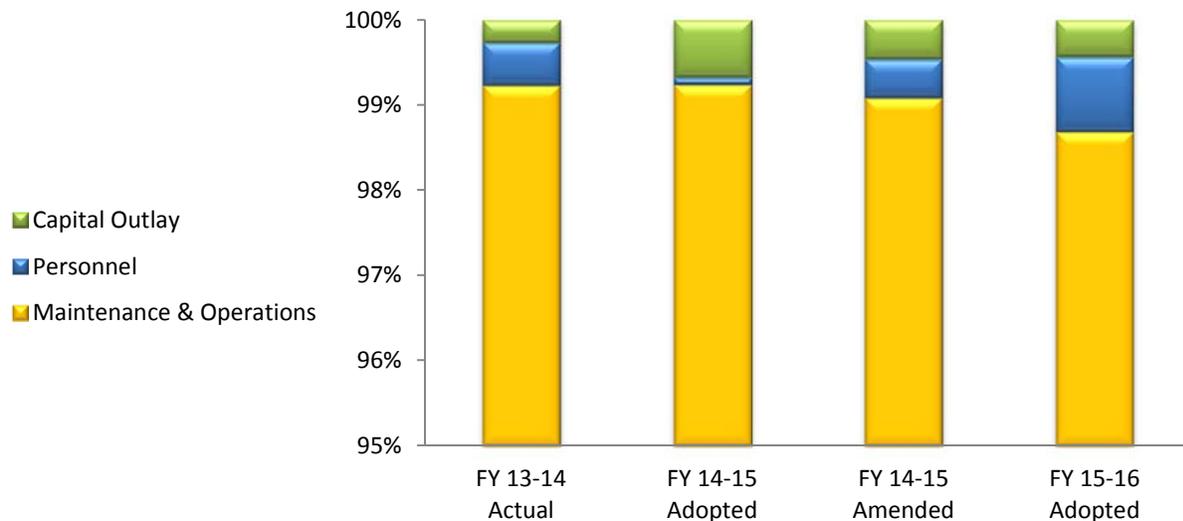
<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	10,164,000	11,048,847	11,072,895	11,843,829	<b>770,934</b>	<b>7%</b>
Supplemental Law Enforcement	100,181	100,000	100,000	100,309	<b>309</b>	<b>0%</b>
Regional Narcotics Suppression	-	-	211,515	47,933	<b>(163,582)</b>	<b>-77%</b>
<b>TOTAL</b>	<b>10,264,181</b>	<b>11,148,847</b>	<b>11,384,410</b>	<b>11,992,071</b>	<b>607,661</b>	<b>5%</b>

**PUBLIC SAFETY  
POLICE SERVICES**

**DESCRIPTION**

Police services in Laguna Niguel are provided by contract with the Orange County Sheriff's Department (OCSD). Law enforcement protection is provided through patrol services, traffic enforcement, emergency operations services, community resource officers, investigative functions, and the volunteer Police Auxiliary Citizens Team (PACT).

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	49,336	9,108	49,108	100,700	<b>51,592</b>	<b>105%</b>
Maintenance & Operations	9,771,464	10,562,869	10,801,444	11,275,568	<b>474,124</b>	<b>4%</b>
Capital Outlay	26,500	72,100	50,598	49,773	<b>(825)</b>	<b>-2%</b>
<b>TOTAL</b>	<b>9,847,300</b>	<b>10,644,077</b>	<b>10,901,150</b>	<b>11,426,041</b>	<b>524,891</b>	<b>5%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	9,747,119	10,544,077	10,589,635	11,277,799	<b>688,164</b>	<b>6%</b>
Supplemental Law Enforcement	100,181	100,000	100,000	100,309	<b>309</b>	<b>0%</b>
Regional Narcotics Suppression	-	-	211,515	47,933	<b>(163,582)</b>	<b>-77%</b>
<b>TOTAL</b>	<b>9,847,300</b>	<b>10,644,077</b>	<b>10,901,150</b>	<b>11,426,041</b>	<b>524,891</b>	<b>5%</b>

**PUBLIC SAFETY  
POLICE SERVICES**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	37,791	-	30,000	58,968	28,968	97%
Salaries & Wages - Part-Time	4,717	8,000	8,000	21,000	13,000	163%
Retirement	2,664	960	6,960	11,365	4,405	63%
Health & Life Insurance	3,089	-	3,000	7,488	4,488	150%
Disability Insurance	224	-	200	419	219	110%
Workers' Compensation	223	32	182	300	118	65%
Social Security	628	116	766	1,160	394	51%
<b>TOTAL PERSONNEL</b>	<b>49,336</b>	<b>9,108</b>	<b>49,108</b>	<b>100,700</b>	<b>51,592</b>	<b>105%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Biohazard Cleanup	1,985	4,536	4,536	4,536	-	0%
Building Supplies	7,095	7,500	7,500	7,500	-	0%
Clothing	8,052	10,000	10,000	10,000	-	0%
Communications	15,596	15,000	15,000	15,000	-	0%
Computer Software	737	1,000	1,000	1,000	-	0%
Computer Supplies	2,206	1,000	1,000	1,000	-	0%
County Automated ID System	-	24,045	24,045	24,045	-	0%
First Aid Supplies	484	500	500	500	-	0%
Holiday Parade	13,195	-	-	-	-	0%
LN Citizens Police Academy	3,397	10,000	10,000	10,000	-	0%
Lease - Equipment	12,724	16,134	16,134	16,134	-	0%
Maintenance - Equipment	26,565	30,000	30,000	30,000	-	0%
Maintenance - 800 MHz Equip.	14,627	20,000	46,200	46,200	-	0%
Memberships & Dues	320	1,040	1,040	1,040	-	0%
Neighborhood Watch/Crime Prev.	55,250	50,000	50,000	50,000	-	0%
Office Supplies	17,586	19,000	19,000	19,000	-	0%
Parking Citation Surcharge	24,430	15,000	15,000	30,000	15,000	100%
Police Auxiliary Citizens Team	3,988	10,000	10,000	10,000	-	0%
Postage/Delivery	15	300	300	300	-	0%
Printing	9,832	6,800	6,800	6,800	-	0%

**PUBLIC SAFETY  
POLICE SERVICES**

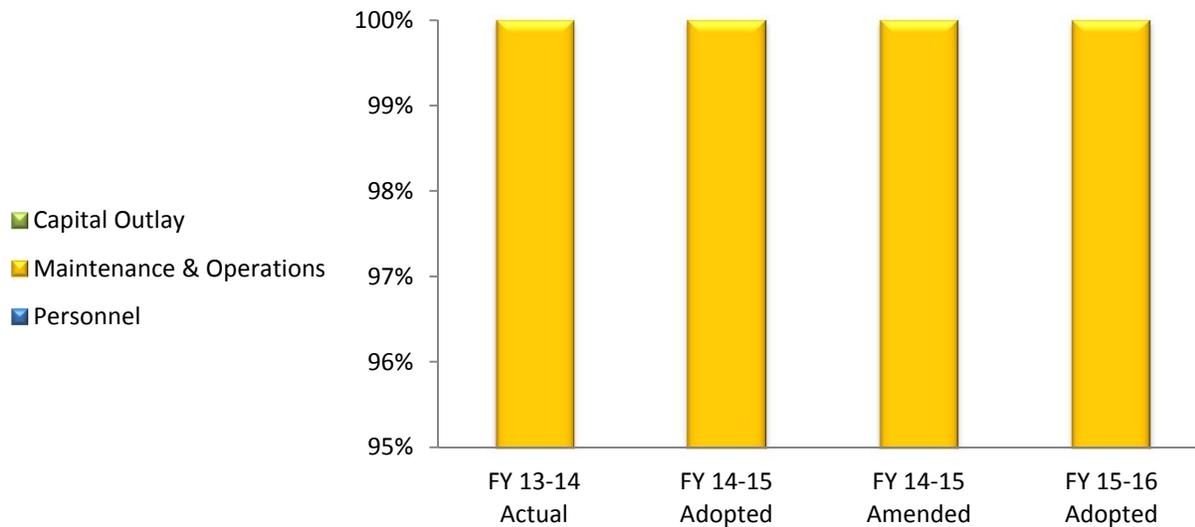
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINT &amp; OPERATIONS (Cont.)</b>						
Resource Materials	1,167	1,586	1,586	1,586	-	0%
Shredding & Special Event Support	1,330	5,500	5,500	20,500	15,000	273%
Towing Fee Refunds	-	1,000	1,000	1,000	-	0%
Training & Education	1,092	6,502	6,502	6,502	-	0%
Travel, Meetings, & Conferences	6,278	4,309	4,309	4,309	-	0%
Vehicle Replacement	4,932	-	-	10,000	10,000	N/A
Youth Safety/Drug Awareness	3,529	10,000	23,350	30,350	7,000	30%
ANHS School Officer Cost Share	27,490	-	-	-	-	0%
Committee/Commission Minutes	-	1,000	-	-	-	0%
Crossing Guard Services	172,320	195,228	195,228	205,510	10,282	5%
Emergency Response Recovery	-	1,000	1,000	1,000	-	0%
Orange County Sheriff Contract	9,320,427	10,082,289	10,282,314	10,694,156	411,842	4%
Parking Citation Administration	7,258	5,000	5,000	10,000	5,000	100%
Trauma Intervention Program	7,557	7,600	7,600	7,600	-	0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>9,771,464</b>	<b>10,562,869</b>	<b>10,801,444</b>	<b>11,275,568</b>	<b>474,124</b>	<b>4%</b>
<b>CAPITAL OUTLAY</b>						
Furniture & Equipment < \$500	788	1,500	1,500	1,500	-	0%
Bicycles & Equipment	-	5,000	5,000	5,000	-	0%
Desktop/Laptop Computers	1,088	1,500	1,500	1,500	-	0%
Motorcycles	-	30,000	30,000	30,000	-	0%
Network Computer Equipment	1,500	-	-	-	-	0%
Office Furniture/Equipment	2,352	2,000	5,698	5,698	-	0%
Phones	-	1,100	1,100	1,100	-	0%
Radar Guns	7,049	10,000	3,975	3,975	-	0%
Radio Units	13,723	20,000	825	-	(825)	-100%
Video Equipment/Cameras	-	1,000	1,000	1,000	-	0%
<b>TOTAL CAPITAL OUTLAY</b>	<b>26,500</b>	<b>72,100</b>	<b>50,598</b>	<b>49,773</b>	<b>(825)</b>	<b>-2%</b>
<b>TOTAL POLICE SERVICES</b>	<b>9,847,300</b>	<b>10,644,077</b>	<b>10,901,150</b>	<b>11,426,041</b>	<b>524,891</b>	<b>5%</b>

**PUBLIC SAFETY  
ANIMAL CONTROL**

**DESCRIPTION**

Animal Control services are provided by Mission Viejo Animal Control Services through a contract with the City of Mission Viejo and as mandated by City codes and County Health Care Agency regulations. Services include the shelter, licensing, field services, and public education programs.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	-	-	-	-	-	0%
Maintenance & Operations	358,340	360,000	371,490	395,300	23,810	6%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>358,340</b>	<b>360,000</b>	<b>371,490</b>	<b>395,300</b>	<b>23,810</b>	<b>6%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	358,340	360,000	371,490	395,300	23,810	6%
<b>TOTAL</b>	<b>358,340</b>	<b>360,000</b>	<b>371,490</b>	<b>395,300</b>	<b>23,810</b>	<b>6%</b>

**PUBLIC SAFETY  
ANIMAL CONTROL**

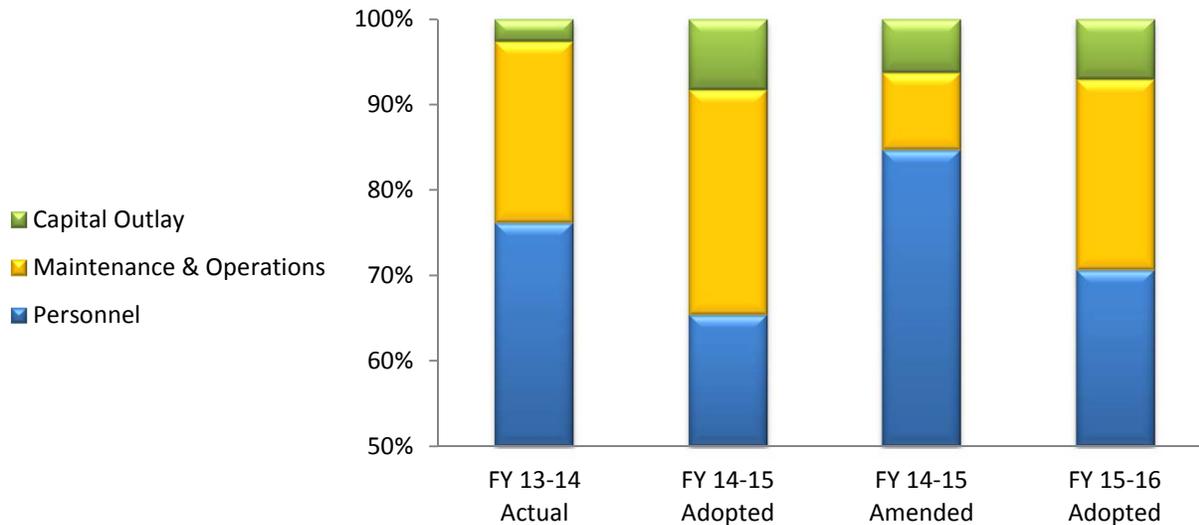
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINTENANCE &amp; OPERATIONS</b>						
Mission Viejo Animal Control	358,340	360,000	371,490	395,300	23,810	6%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>358,340</b>	<b>360,000</b>	<b>371,490</b>	<b>395,300</b>	<b>23,810</b>	<b>6%</b>
<b>TOTAL CAPITAL OUTLAY</b>	-	-	-	-	-	0%
<b>TOTAL ANIMAL CONTROL</b>	<b>358,340</b>	<b>360,000</b>	<b>371,490</b>	<b>395,300</b>	<b>23,810</b>	<b>6%</b>

**PUBLIC SAFETY**  
**EMERGENCY PREPAREDNESS**

**DESCRIPTION**

This program provides for the needs of the community before, during, and after an emergency. Emergency Preparedness is responsible for developing, implementing, and maintaining emergency preparedness programs that educate, recruit, and train interested community participants. This program ensures the ongoing readiness of the Emergency Operations Center (EOC) and that City staff is adequately trained to activate, operate, and deactivate the EOC.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	44,614	94,715	94,715	120,675	25,960	27%
Maintenance & Operations	12,392	38,055	10,055	38,055	28,000	278%
Capital Outlay	1,535	12,000	7,000	12,000	5,000	71%
<b>TOTAL</b>	<b>58,541</b>	<b>144,770</b>	<b>111,770</b>	<b>170,730</b>	<b>58,960</b>	<b>53%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	58,541	144,770	111,770	170,730	58,960	53%
<b>TOTAL</b>	<b>58,541</b>	<b>144,770</b>	<b>111,770</b>	<b>170,730</b>	<b>58,960</b>	<b>53%</b>

**PUBLIC SAFETY**  
**EMERGENCY PREPAREDNESS**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	38,386	78,794	78,794	80,463	1,669	2%
Salaries & Wages - Part-Time	-	-	-	21,000	21,000	N/A
Retirement	2,178	6,501	6,501	9,302	2,801	43%
Health & Life Insurance	3,089	7,404	7,404	7,488	84	1%
Disability Insurance	224	559	559	571	12	2%
Workers' Compensation	187	314	314	380	66	21%
Social Security	550	1,143	1,143	1,471	328	29%
<b>TOTAL PERSONNEL</b>	<b>44,614</b>	<b>94,715</b>	<b>94,715</b>	<b>120,675</b>	<b>25,960</b>	<b>27%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Clothing	608	1,000	1,000	1,000	-	0%
Communications	1,467	1,240	1,240	1,240	-	0%
Disaster/Emergency/POD Supplies	1,874	26,260	4,260	26,260	22,000	516%
Memberships & Dues	-	555	555	555	-	0%
Printing	125	1,000	1,000	1,000	-	0%
Travel, Meetings, & Conferences	818	8,000	2,000	8,000	6,000	300%
EOP Update	7,500	-	-	-	-	0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>12,392</b>	<b>38,055</b>	<b>10,055</b>	<b>38,055</b>	<b>28,000</b>	<b>278%</b>
<b>CAPITAL OUTLAY</b>						
Desktop/Laptop Computers	-	9,000	4,000	9,000	5,000	125%
Radio Units	1,535	3,000	3,000	3,000	-	0%
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,535</b>	<b>12,000</b>	<b>7,000</b>	<b>12,000</b>	<b>5,000</b>	<b>71%</b>
<b>TOTAL EMERGENCY PREP.</b>	<b>58,541</b>	<b>144,770</b>	<b>111,770</b>	<b>170,730</b>	<b>58,960</b>	<b>53%</b>

## COMMUNITY DEVELOPMENT

### DESCRIPTION

The Community Development function includes the Community Development Administration, Planning, Building and Safety, and Community Development Block Grant programs. Activities include current and advanced planning, review of building plans, issuance of permits, inspection of construction, and code enforcement.

### GOALS AND OBJECTIVES

- Monitor SCAG and OCCOG activities.
- Collaborate with City of Mission Viejo to identify East-West traffic improvement projects between Crown Valley Parkway and Avery Parkway for further study by OCTA.
- Monitor and participate in the Ranch Plan/SCRIPS Traffic Mitigation and Developer Fee Program process with County of Orange and South County Cities.
- Collaborate with the City Manager's Office and County staff related to development opportunities for the County Courthouse property.
- Collaborate with the City Council, City Manager, Public Works, and Parks & Recreation Departments on implementation of Tier 2 and 3 recreational improvements at Crown Valley Park.
- Collaborate with City Council and City Manager on major economic development opportunities.
- Collaborate with the Public Works Department on the completion of the Salt Creek Trail Enhancement Project. (Q1)
- Participate in preparation of City's Annual NPDES Performance Report. (Q1)
- Continue efforts related to Laguna Niguel Gateway Implementation Plan Actions including:
  - Collaborate with the Public Works Department on the installation of the first phase of monument and directional signs. (Q1)
  - Collaborate with the Public Works Department on construction of the Oso Creek Multi-Use Trail. (Q1)
  - Collaborate with the City Council to monitor traffic generated by new development within the Gateway Specific Plan area. (Q4)
  - Study the potential placement of an overlay zone in areas of the plan where residential is currently allowed to guide the timing of residential and commercial development projects. (Q4)

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## COMMUNITY DEVELOPMENT

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### GOALS AND OBJECTIVES (Continued)

- Prepare and release RFP for Building Permit and Inspection Services. (Q3)
- Prepare the FY 2016-2017 CDBG Action Plan. (Q4)
- Complete inventory of expiring Irrevocable Offers of Dedication for open space, park, trail, landscape, and scenic preservation easements and make recommendations for acceptance or rejection. (Q4)

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**COMMUNITY DEVELOPMENT  
SUMMARY OF PERSONNEL**

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**ADMINISTRATION**

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1.00	Community Development Director
1.00	Administrative Secretary
1.00	Secretary
1.00	Account Clerk
<hr/>	
4.00	

**PLANNING**

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1.00	Planning Manager
0.50	Environmental Programs Mgr/Landscape Architect
3.00	Senior Planner
2.00	Associate/Assistant Planner
2.00	Code Enforcement Officer
<hr/>	
8.50	

**BUILDING AND SAFETY**

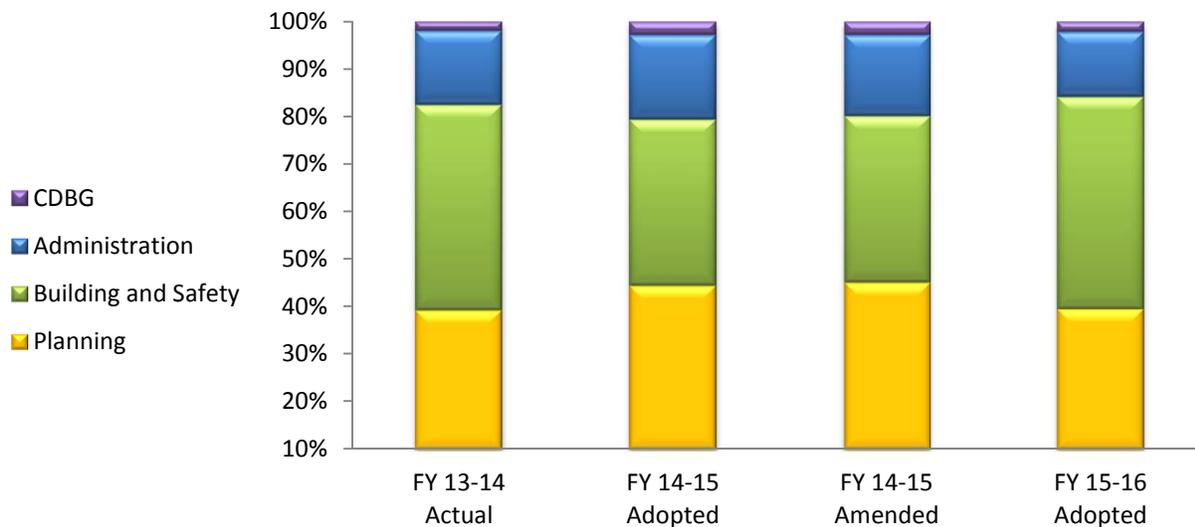
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1.00	Grading Engineer
1.00	Building Permit Technician
<hr/>	
2.00	

**TOTAL PERSONNEL: 14.50**

## COMMUNITY DEVELOPMENT APPROPRIATIONS BY PROGRAM

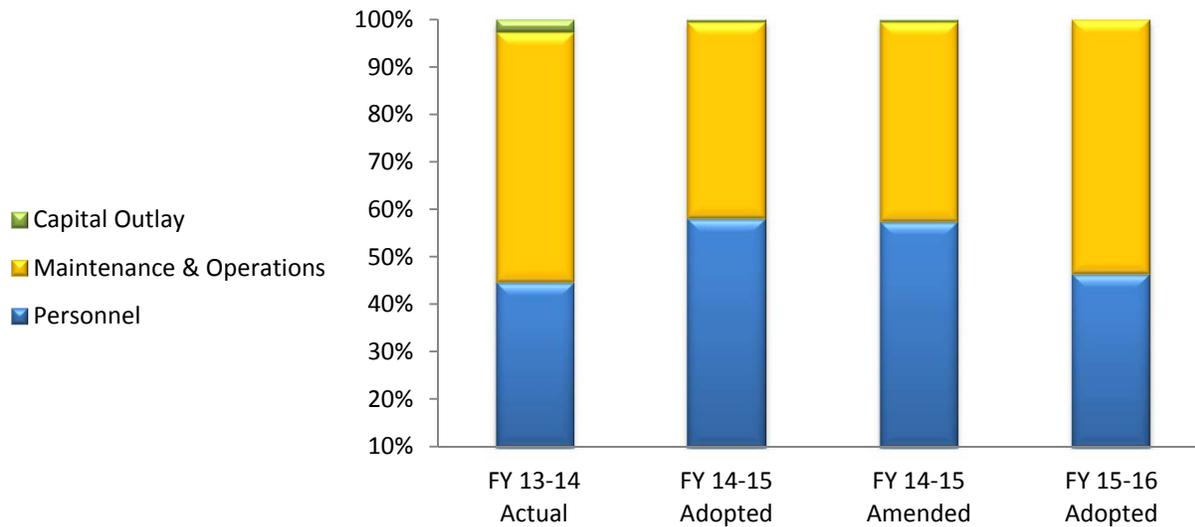
<i>Program</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Administration	561,761	555,756	531,924	534,701	2,777	1%
Planning	1,417,093	1,390,915	1,411,554	1,550,778	139,224	10%
Building and Safety	1,557,825	1,094,185	1,094,185	1,748,464	654,279	60%
CDBG	69,471	87,357	87,357	84,323	(3,034)	-3%
<b>TOTAL</b>	<b>3,606,150</b>	<b>3,128,213</b>	<b>3,125,020</b>	<b>3,918,266</b>	<b>793,246</b>	<b>25%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	3,536,679	3,040,856	3,037,663	3,833,943	796,280	26%
CDBG	69,471	87,357	87,357	84,323	(3,034)	-3%
<b>TOTAL</b>	<b>3,606,150</b>	<b>3,128,213</b>	<b>3,125,020</b>	<b>3,918,266</b>	<b>793,246</b>	<b>25%</b>

## COMMUNITY DEVELOPMENT APPROPRIATIONS BY EXPENDITURE TYPE

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	1,614,297	1,819,316	1,796,171	1,820,114	<b>23,943</b>	<b>1%</b>
Maintenance & Operations	1,894,850	1,292,897	1,312,849	2,098,152	<b>785,303</b>	<b>60%</b>
Capital Outlay	97,003	16,000	16,000	-	<b>(16,000)</b>	<b>-100%</b>
<b>TOTAL</b>	<b>3,606,150</b>	<b>3,128,213</b>	<b>3,125,020</b>	<b>3,918,266</b>	<b>793,246</b>	<b>25%</b>



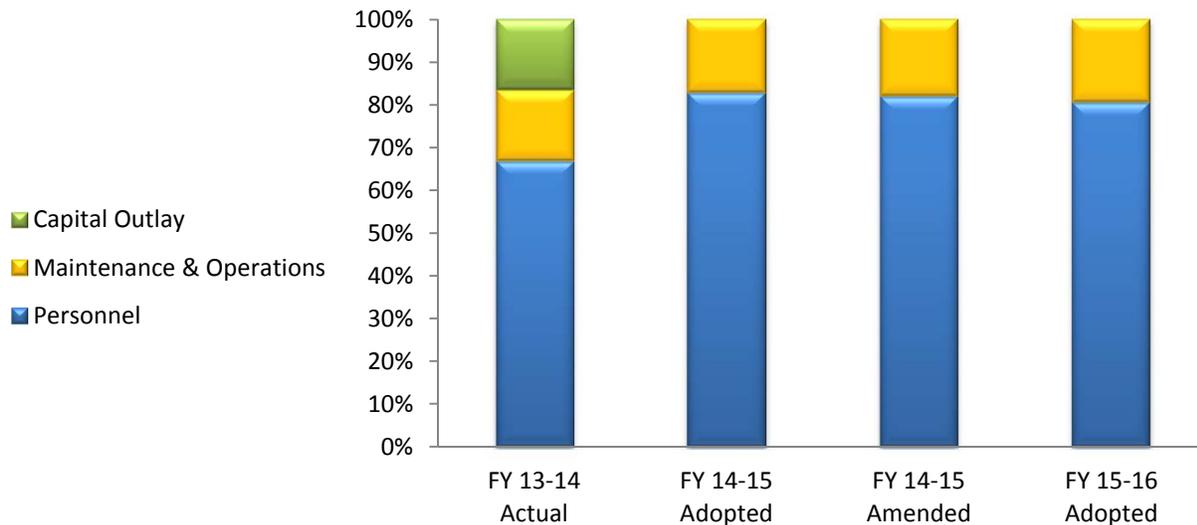
<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	3,536,679	3,040,856	3,037,663	3,833,943	<b>796,280</b>	<b>26%</b>
CDBG	69,471	87,357	87,357	84,323	<b>(3,034)</b>	<b>-3%</b>
<b>TOTAL</b>	<b>3,606,150</b>	<b>3,128,213</b>	<b>3,125,020</b>	<b>3,918,266</b>	<b>793,246</b>	<b>25%</b>

## COMMUNITY DEVELOPMENT ADMINISTRATION

### DESCRIPTION

The Community Development Administration program provides coordination, direction, and support to all divisions of the Community Development Department.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	375,519	460,016	436,184	430,636	(5,548)	-1%
Maintenance & Operations	93,121	95,740	95,740	104,065	8,325	9%
Capital Outlay	93,121	-	-	-	-	0%
<b>TOTAL</b>	<b>561,761</b>	<b>555,756</b>	<b>531,924</b>	<b>534,701</b>	<b>2,777</b>	<b>1%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	561,761	555,756	531,924	534,701	2,777	1%
<b>TOTAL</b>	<b>561,761</b>	<b>555,756</b>	<b>531,924</b>	<b>534,701</b>	<b>2,777</b>	<b>1%</b>

**COMMUNITY DEVELOPMENT  
ADMINISTRATION**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	282,723	330,072	288,640	307,308	18,668	6%
Salaries & Wages - Part-Time	121	5,000	21,600	10,000	(11,600)	-54%
Salaries & Wages - Overtime	41	500	1,500	1,500	-	0%
Retirement	37,378	46,220	46,220	45,248	(972)	-2%
Health & Life Insurance	42,951	66,968	66,968	53,954	(13,014)	-19%
Disability Insurance	1,963	2,344	2,344	2,180	(164)	-7%
Workers' Compensation	1,256	1,336	1,336	1,158	(178)	-13%
Social Security	4,286	5,176	5,176	4,488	(688)	-13%
Other Benefits	4,800	2,400	2,400	4,800	2,400	100%
<b>TOTAL PERSONNEL</b>	<b>375,519</b>	<b>460,016</b>	<b>436,184</b>	<b>430,636</b>	<b>(5,548)</b>	<b>-1%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Bank/Credit Card/NSF Charges	6,691	6,500	6,500	9,500	3,000	46%
Building Supplies	7,524	7,000	7,000	7,000	-	0%
Clothing & Personnel Supplies	789	2,000	2,000	2,000	-	0%
Communications	9,761	13,000	13,000	13,000	-	0%
Computer Software	13,738	-	-	-	-	0%
Computer Supplies	2,659	3,000	3,000	3,000	-	0%
Lease - Equipment	18,349	20,200	20,200	20,200	-	0%
Maintenance - Equipment	711	5,000	5,000	5,000	-	0%
Memberships & Dues	2,989	3,700	3,700	3,629	(71)	-2%
Office Supplies	14,729	12,000	12,000	14,000	2,000	17%
Postage/Delivery	1,561	1,000	1,000	1,000	-	0%
Printing	2,441	5,000	5,000	5,000	-	0%
Resource Materials	1,239	4,300	4,300	4,300	-	0%
Training & Education	691	3,000	3,000	3,000	-	0%
Travel, Meetings, & Conferences	9,249	10,040	10,040	13,436	3,396	34%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>93,121</b>	<b>95,740</b>	<b>95,740</b>	<b>104,065</b>	<b>8,325</b>	<b>9%</b>

**COMMUNITY DEVELOPMENT  
ADMINISTRATION**

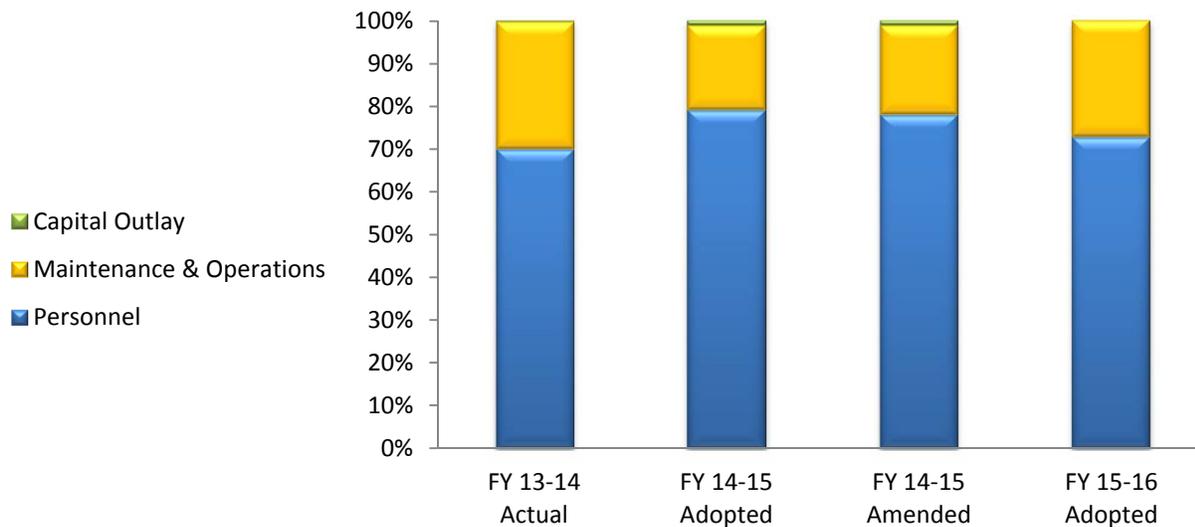
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>CAPITAL OUTLAY</b>						
Furniture & Equipment < \$500	588	-	-	-	-	0%
Copiers/Printers/Scanners	633	-	-	-	-	0%
Desk-top/Laptop Computers	3,198	-	-	-	-	0%
<b>TOTAL CAPITAL OUTLAY</b>	<b>4,419</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL ADMINISTRATION</b>	<b>473,059</b>	<b>555,756</b>	<b>531,924</b>	<b>534,701</b>	<b>2,777</b>	<b>1%</b>

## COMMUNITY DEVELOPMENT PLANNING

### DESCRIPTION

The Planning Division administers the City's long-range and current planning programs, as guided by the City's adopted General Plan to provide for the types and mix of land uses necessary to serve the needs of existing and future residents, to ensure that projects are developed to achieve a high level of quality, to improve the livability of neighborhoods, and to enhance the economic health of the community.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	991,512	1,101,115	1,101,802	1,129,014	27,212	2%
Maintenance & Operations	421,699	273,800	293,752	421,764	128,012	44%
Capital Outlay	3,882	16,000	16,000	-	(16,000)	-100%
<b>TOTAL</b>	<b>1,417,093</b>	<b>1,390,915</b>	<b>1,411,554</b>	<b>1,550,778</b>	<b>139,224</b>	<b>10%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	1,417,093	1,390,915	1,411,554	1,550,778	139,224	10%
<b>TOTAL</b>	<b>1,417,093</b>	<b>1,390,915</b>	<b>1,411,554</b>	<b>1,550,778</b>	<b>139,224</b>	<b>10%</b>

**COMMUNITY DEVELOPMENT  
PLANNING**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	734,610	793,756	793,756	812,864	19,108	2%
Salaries & Wages - Part-Time	32,951	43,200	42,200	42,200	-	0%
Salaries & Wages - Overtime	634	500	500	500	-	0%
Retirement	88,279	113,850	113,850	122,424	8,574	8%
Health & Life Insurance	112,282	126,426	126,426	127,056	630	0%
Disability Insurance	4,968	5,636	5,636	5,771	135	2%
Workers' Compensation	5,892	5,605	5,680	5,793	113	2%
Social Security	10,896	12,142	13,754	12,406	(1,348)	-10%
Other Employee Benefits	1,000	-	-	-	-	0%
<b>TOTAL PERSONNEL</b>	<b>991,512</b>	<b>1,101,115</b>	<b>1,101,802</b>	<b>1,129,014</b>	<b>27,212</b>	<b>2%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Committee/Commission Stipends	2,550	6,500	6,500	6,500	-	0%
Computer Software	36,134	66,400	67,150	63,164	(3,986)	-6%
Computer Supplies	3,748	3,000	3,000	3,000	-	0%
Land Use Management Software	207,390	25,000	25,000	20,000	(5,000)	-20%
Printing	961	4,000	4,000	4,000	-	0%
Resource Materials	336	-	-	-	-	0%
Weekend Sign Removal	21,208	22,100	22,100	22,100	-	0%
Aerial Photo Update	5,012	-	-	32,000	32,000	N/A
Housing Element Update	6,472	-	-	-	-	0%
LN Gateway Specific Plan	43,883	50,000	64,300	50,000	(14,300)	-22%
Planning Consultants	38,013	36,000	36,000	36,000	-	0%
Planning Professional Services	41,678	55,800	60,702	180,000	119,298	197%
Economic Development Activities	3,251	5,000	5,000	5,000	-	0%
Professional Services - Other	11,063	-	-	-	-	0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>421,699</b>	<b>273,800</b>	<b>293,752</b>	<b>421,764</b>	<b>128,012</b>	<b>44%</b>

**COMMUNITY DEVELOPMENT  
PLANNING**

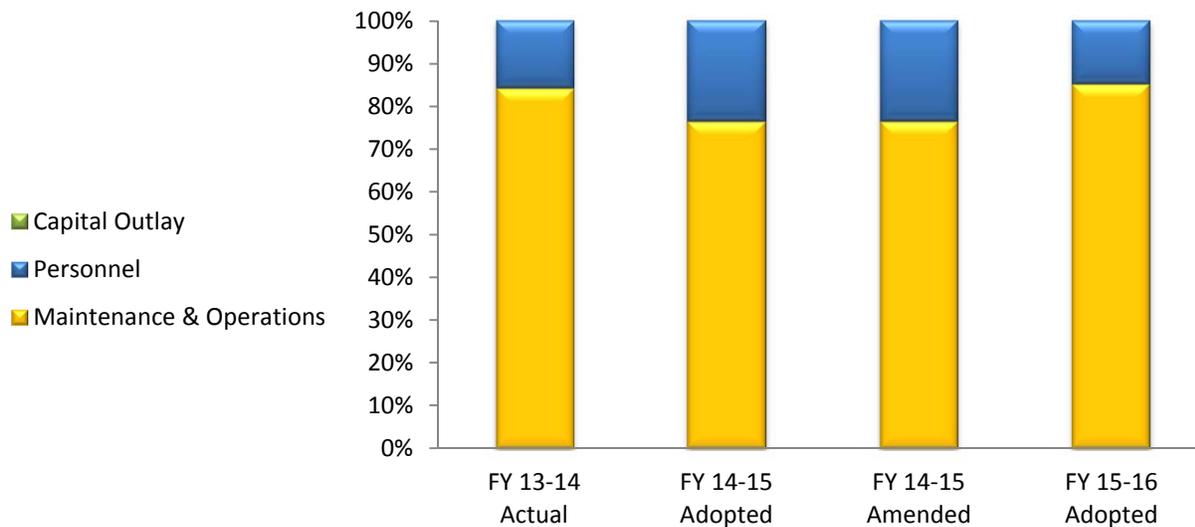
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)
<b>CAPITAL OUTLAY</b>					
Desktop/Laptop Computers	3,882	16,000	16,000	-	(16,000) -100%
<b>TOTAL CAPITAL OUTLAY</b>	<b>3,882</b>	<b>16,000</b>	<b>16,000</b>	-	<b>(16,000) -100%</b>
<b>TOTAL PLANNING</b>	<b>1,417,093</b>	<b>1,390,915</b>	<b>1,411,554</b>	<b>1,550,778</b>	<b>139,224 10%</b>

**COMMUNITY DEVELOPMENT  
BUILDING AND SAFETY**

**DESCRIPTION**

The Building and Safety Division is responsible for the review of building plans, issuance of permits, inspections of construction, and the investigation of complaints relating to building within the City of Laguna Niguel. Building and Safety Division services are provided under contract with Charles Abbott Associates for building services and with Goffman, McCormick, & Urban (GMU) for geotechnical services.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	247,266	258,185	258,185	260,464	2,279	1%
Maintenance & Operations	1,310,559	836,000	836,000	1,488,000	652,000	78%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>1,557,825</b>	<b>1,094,185</b>	<b>1,094,185</b>	<b>1,748,464</b>	<b>654,279</b>	<b>60%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	1,557,825	1,094,185	1,094,185	1,748,464	654,279	60%
<b>TOTAL</b>	<b>1,557,825</b>	<b>1,094,185</b>	<b>1,094,185</b>	<b>1,748,464</b>	<b>654,279</b>	<b>60%</b>

**COMMUNITY DEVELOPMENT  
BUILDING AND SAFETY**

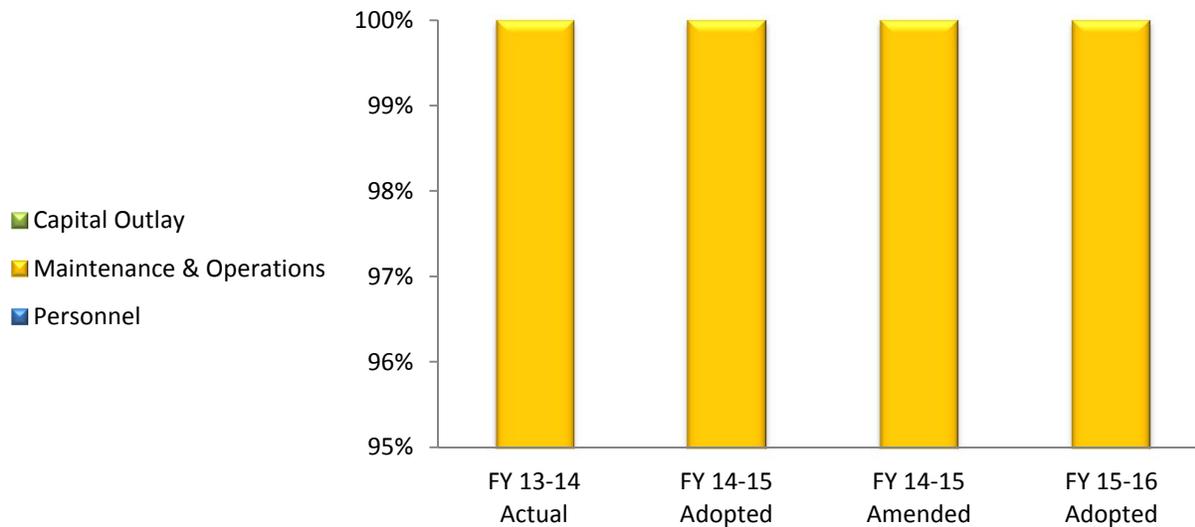
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	187,310	192,677	192,677	193,310	633	0%
Salaries & Wages - Overtime	-	500	500	500	-	0%
Retirement	22,184	26,981	26,981	28,488	1,507	6%
Health & Life Insurance	32,976	33,084	33,084	33,252	168	1%
Disability Insurance	1,292	1,368	1,368	1,373	5	0%
Workers' Compensation	838	774	774	731	(43)	-6%
Social Security	2,666	2,801	2,801	2,810	9	0%
<b>TOTAL PERSONNEL</b>	<b>247,266</b>	<b>258,185</b>	<b>258,185</b>	<b>260,464</b>	<b>2,279</b>	<b>1%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Clothing & Personnel Supplies	204	1,000	1,000	1,000	-	0%
Vehicle Replacement	5,614	-	-	-	-	0%
Building & Safety Services	1,232,072	798,000	798,000	1,425,000	627,000	79%
Geotechnical Services	56,344	27,000	27,000	52,000	25,000	93%
Hydrology/Water Quality Services	16,325	10,000	10,000	10,000	-	0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>1,310,559</b>	<b>836,000</b>	<b>836,000</b>	<b>1,488,000</b>	<b>652,000</b>	<b>78%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL BUILDING AND SAFETY</b>	<b>1,557,825</b>	<b>1,094,185</b>	<b>1,094,185</b>	<b>1,748,464</b>	<b>654,279</b>	<b>60%</b>

## COMMUNITY DEVELOPMENT COMMUNITY DEVELOPMENT BLOCK GRANT

### DESCRIPTION

The Community Development Block Grant (CDBG) program accounts for grant proceeds and outlays as designated in the grant. Financing is provided by the United States Department of Housing and Urban Development.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	-	-	-	-	-	0%
Maintenance & Operations	69,471	87,357	87,357	84,323	(3,034)	-3%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>69,471</b>	<b>87,357</b>	<b>87,357</b>	<b>84,323</b>	<b>(3,034)</b>	<b>-3%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
CDBG	69,471	87,357	87,357	84,323	(3,034)	-3%
<b>TOTAL</b>	<b>69,471</b>	<b>87,357</b>	<b>87,357</b>	<b>84,323</b>	<b>(3,034)</b>	<b>-3%</b>

**COMMUNITY DEVELOPMENT**  
**COMMUNITY DEVELOPMENT BLOCK GRANT**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINTENANCE &amp; OPERATIONS</b>						
Public Service Organization Grants	35,453	40,409	40,409	40,375	(34)	0%
Grant Planning & Administration	34,018	46,948	46,948	43,948	(3,000)	-6%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>69,471</b>	<b>87,357</b>	<b>87,357</b>	<b>84,323</b>	<b>(3,034)</b>	<b>-3%</b>
<b>TOTAL CAPITAL OUTLAY</b>						
	-	-	-	-	-	0%
<b>TOTAL CDBG</b>	<b>69,471</b>	<b>87,357</b>	<b>87,357</b>	<b>84,323</b>	<b>(3,034)</b>	<b>-3%</b>

## PUBLIC WORKS

### DESCRIPTION

The Public Works function includes the Public Works Administration, Engineering, Street Maintenance, Street Sweeping, Street Lighting, Median Maintenance, Slope Maintenance, Storm Water/Water Quality, Metrolink Station, and City Hall programs.

### GOALS AND OBJECTIVES

- Collaborate with County and Co-Permittees in development and implementation of Water Quality Improvement Plans for Aliso Creek, San Juan Creek, and Salt Creek watershed areas.
- Collaborate with County and Co-Permittees in development of Bacteria Load Reduction Plans for Aliso Creek and San Juan Creek.
- Prepare funding application(s) for any Measure M2 calls for street and/or environmental projects.
- Prepare City's Annual NPDES Performance Report. (Q1)
- Solicit proposals for Street Sweeping Services. (Q1)
- Review solid waste program and hauler contract. (Q1)
- Collaborate with Community Development and Parks and Recreation Departments on implementation of Tier 2 and 3 recreational improvements at Crown Valley Park. (Q1)
- Prepare City's Annual Recycling and Hazardous Waste Reports to State. (Q1)
- Complete Major Street Sub Drain and Pavement Improvement Projects. (Q1)
- Develop policy and procedures for traffic signal outages, including the use of solar power and police control at intersections. (Q1)
- Continue efforts related to Laguna Niguel Gateway Implementation Plan Actions including:
  - Collaborate with Community Development Department on the installation of the first phase of monument and directional signs. (Q1)
  - Complete Development Impact Fee Study. (Q1)
  - Collaborate with Community Development Department on construction of Oso Creek Trail. (Q2)

## **PUBLIC WORKS**

### **GOALS AND OBJECTIVES (Continued)**

- Complete construction of the Paseo De Colinas Bridge Seismic Retrofit Project. (Q2)
- Begin construction on latest Residential and Collector Street Pavement Rehabilitation Project. (Q2)
- Conduct Annual Citywide V-Ditch Inspection. (Q2)
- Collaborate with the City Council to prepare conceptual designs for new City entry monument signs. (Q2)
- Coordinate with the Finance Department on the review of CIP progress at Mid-Year Budget Review. (Q3)
- Explore feasibility to retrofit City facilities, including street lights and traffic signals, with energy efficient lighting (LED). (Q3)
- Prepare and submit Measure M Annual Eligibility Package. (Q4)
- Conduct Annual Review of Traffic Controls for Schools. (Q4)
- Conduct Annual Review of Parking Exceptions on Major Streets. (Q4)
- Conduct Annual Citywide Traffic Collision Review. (Q4)

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**PUBLIC WORKS**  
**SUMMARY OF PERSONNEL**

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**ADMINISTRATION**

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1.00	Public Works Director
1.00	Administrative Secretary
<hr/>	
2.00	

**ENGINEERING**

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1.00	Deputy Public Works Director
1.00	Senior Civil Engineer
0.50	Assistant/Associate Civil Engineer
1.00	Senior Public Works Inspector
2.00	Public Works Inspector
<hr/>	
5.50	

**MEDIAN MAINTENANCE**

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0.25	Parks and Landscape Maintenance Superintendent
0.50	Landscape Maintenance Inspector
<hr/>	
0.75	

**SLOPE MAINTENANCE**

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0.25	Parks and Landscape Maintenance Superintendent
0.50	Landscape Maintenance Inspector
<hr/>	
0.75	

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**PUBLIC WORKS**  
**SUMMARY OF PERSONNEL**

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**STORM DRAIN/WATER QUALITY**

0.50	Environmental Programs Mgr/Landscape Architect
0.50	Assistant/Associate Civil Engineer
<u>1.00</u>	Engineering Technician
2.00	

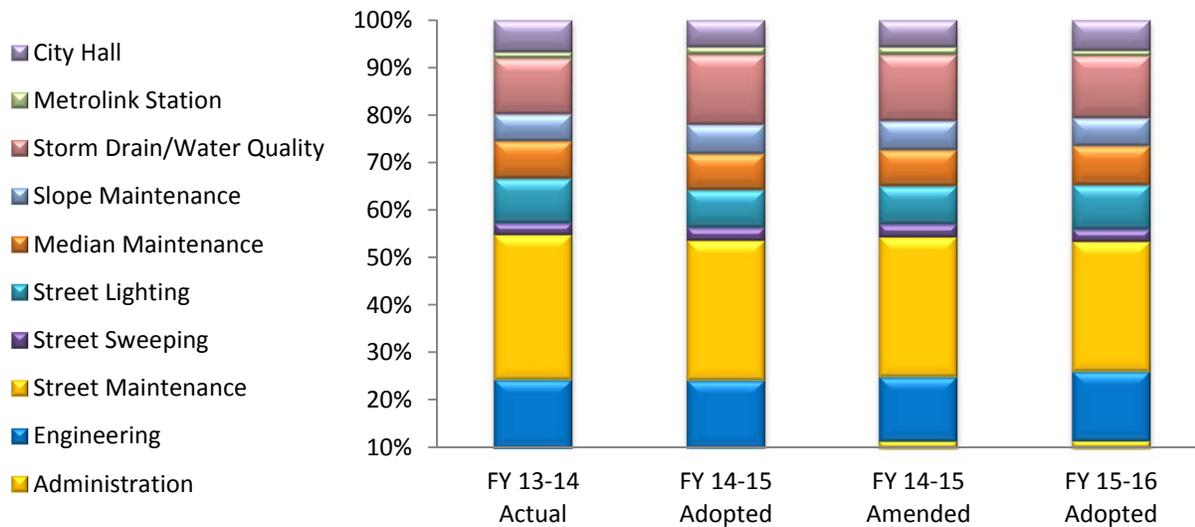
**CITY HALL**

0.50	Building and Facilities Supervisor
<u>1.00</u>	Maintenance Worker
1.50	

**TOTAL PERSONNEL: 12.50**

**PUBLIC WORKS  
APPROPRIATIONS BY PROGRAM**

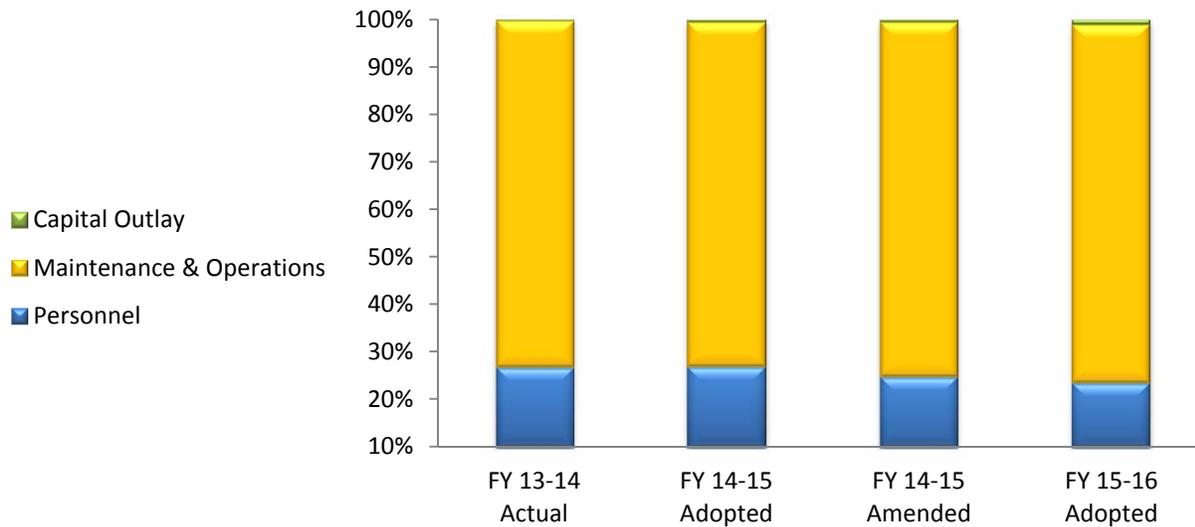
<i>Program</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Administration	652,022	679,466	791,046	845,298	54,252	7%
Engineering	958,144	981,925	928,345	1,074,785	146,440	16%
Street Maintenance	2,023,311	2,020,895	2,020,895	2,006,890	(14,005)	-1%
Street Sweeping	167,000	189,000	189,000	189,000	-	0%
Street Lighting	619,784	546,000	546,000	680,000	134,000	25%
Median Maintenance	520,524	522,918	522,918	603,826	80,908	15%
Slope Maintenance	380,337	420,708	420,708	428,434	7,726	2%
Storm Drain/Water Quality	778,163	1,012,918	954,918	959,757	4,839	1%
Metrolink Station	81,758	109,019	109,019	83,325	(25,694)	-24%
City Hall	449,931	391,697	391,697	470,304	78,607	20%
<b>TOTAL</b>	<b>6,630,974</b>	<b>6,874,546</b>	<b>6,874,546</b>	<b>7,341,619</b>	<b>467,073</b>	<b>7%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	5,052,039	5,286,541	5,286,541	5,830,765	544,224	10%
Gas Tax	1,513,005	1,513,005	1,513,005	1,433,623	(79,382)	-5%
Air Quality Improvement	65,930	75,000	75,000	77,231	2,231	3%
<b>TOTAL</b>	<b>6,630,974</b>	<b>6,874,546</b>	<b>6,874,546</b>	<b>7,341,619</b>	<b>467,073</b>	<b>7%</b>

**PUBLIC WORKS**  
**APPROPRIATIONS BY EXPENDITURE TYPE**

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	1,782,965	1,858,764	1,710,764	1,731,509	20,745	1%
Maintenance & Operations	4,831,008	4,979,782	5,124,782	5,533,110	408,328	8%
Capital Outlay	17,001	36,000	39,000	77,000	38,000	97%
<b>TOTAL</b>	<b>6,630,974</b>	<b>6,874,546</b>	<b>6,874,546</b>	<b>7,341,619</b>	<b>467,073</b>	<b>7%</b>



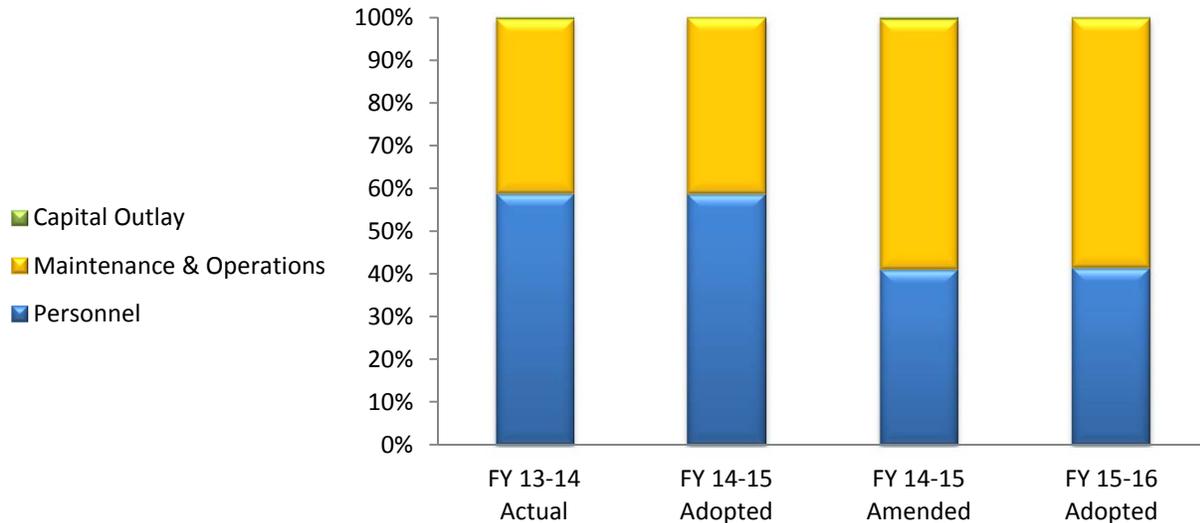
<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	5,052,039	5,286,541	5,286,541	5,830,765	544,224	10%
Gas Tax	1,513,005	1,513,005	1,513,005	1,433,623	(79,382)	-5%
Air Quality Improvement	65,930	75,000	75,000	77,231	2,231	3%
<b>TOTAL</b>	<b>6,630,974</b>	<b>6,874,546</b>	<b>6,874,546</b>	<b>7,341,619</b>	<b>467,073</b>	<b>7%</b>

**PUBLIC WORKS  
ADMINISTRATION**

**DESCRIPTION**

The Public Works Administration program provides coordination, direction, and support to all divisions of the Public Works Department.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	383,307	398,996	324,576	350,153	25,577	8%
Maintenance & Operations	266,010	279,470	462,470	492,645	30,175	7%
Capital Outlay	2,705	1,000	4,000	2,500	(1,500)	-38%
<b>TOTAL</b>	<b>652,022</b>	<b>679,466</b>	<b>791,046</b>	<b>845,298</b>	<b>54,252</b>	<b>7%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	652,022	679,466	791,046	845,298	54,252	7%
<b>TOTAL</b>	<b>652,022</b>	<b>679,466</b>	<b>791,046</b>	<b>845,298</b>	<b>54,252</b>	<b>7%</b>

**PUBLIC WORKS  
ADMINISTRATION**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	289,713	299,986	243,721	232,212	(11,509)	-5%
Salaries & Wages - Part-Time	3,929	4,500	4,500	33,500	29,000	644%
Salaries & Wages - Overtime	191	500	500	2,000	1,500	300%
Retirement	38,096	42,007	31,577	34,221	2,644	8%
Health & Life Insurance	38,868	39,158	31,433	34,496	3,063	10%
Disability Insurance	2,005	2,130	2,130	1,649	(481)	-23%
Workers' Compensation	1,302	1,214	1,214	996	(218)	-18%
Social Security	4,403	4,701	4,701	6,279	1,578	34%
Other Benefits	4,800	4,800	4,800	4,800	-	0%
<b>TOTAL PERSONNEL</b>	<b>383,307</b>	<b>398,996</b>	<b>324,576</b>	<b>350,153</b>	<b>25,577</b>	<b>8%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Bank/Credit Card/NSF Charges	1,748	1,000	1,000	1,000	-	0%
Building Supplies	31	1,000	1,000	1,000	-	0%
Clothing & Personnel Supplies	9,608	9,000	9,000	9,000	-	0%
Communications	16,540	17,000	17,000	17,000	-	0%
Computer Supplies	4,795	5,000	5,000	5,000	-	0%
Fleet Gasoline	62,810	62,780	62,780	62,780	-	0%
Fleet Maintenance	53,124	40,000	40,000	35,500	(4,500)	-11%
Graffiti Removal	47,928	45,000	45,000	45,000	-	0%
Lease - Equipment	20,273	3,000	3,000	3,000	-	0%
Maintenance - Equipment	4,472	1,000	6,000	6,000	-	0%
Memberships & Dues	541	150	150	150	-	0%
Office Supplies	13,501	11,000	11,000	11,000	-	0%
Parking Permit Supplies	-	1,500	1,500	1,500	-	0%
Postage/Delivery	1,552	3,000	3,000	3,000	-	0%
Printing	18,329	11,000	18,000	20,000	2,000	11%

**PUBLIC WORKS  
ADMINISTRATION**

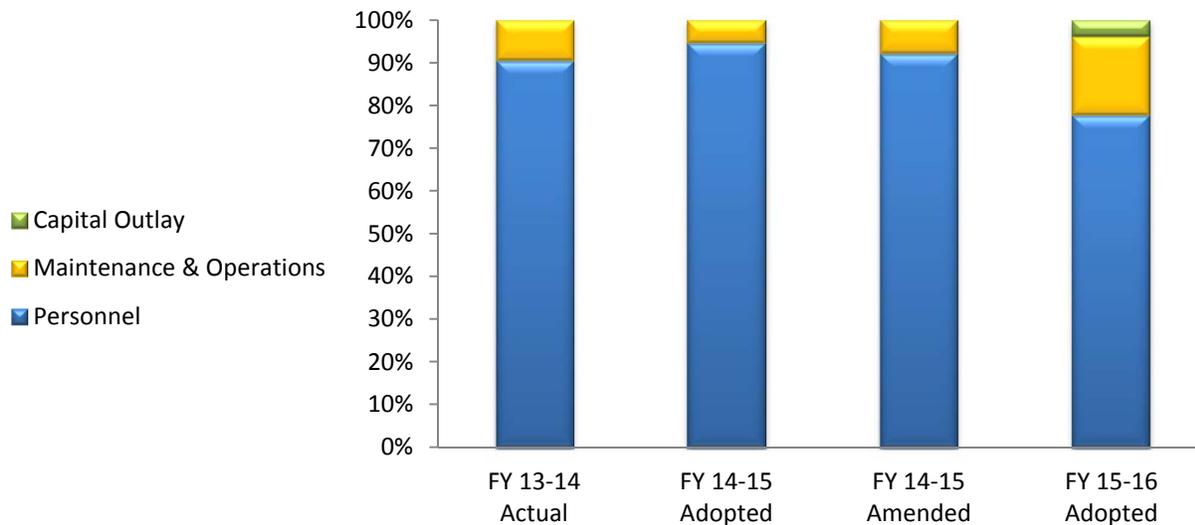
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINT &amp; OPERATIONS (Cont.)</b>						
Recycling Materials	6,442	12,000	12,000	10,300	(1,700)	-14%
Resource Materials	1,879	2,000	2,000	2,000	-	0%
Specialty Tools	551	1,500	1,500	1,800	300	20%
Training & Education	618	1,725	1,725	1,800	75	4%
Travel, Meetings, & Conferences	1,268	815	1,815	1,815	-	0%
Professional Services - Other	-	50,000	220,000	254,000	34,000	15%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>266,010</b>	<b>279,470</b>	<b>462,470</b>	<b>492,645</b>	<b>30,175</b>	<b>7%</b>
<b>CAPITAL OUTLAY</b>						
Furniture & Equipment < \$500	2,165	1,000	1,000	1,000	-	0%
Copiers/Printers/Scanners	540	-	-	-	-	0%
Desktop/Laptop Computers	-	-	3,000	1,500	(1,500)	-50%
<b>TOTAL CAPITAL OUTLAY</b>	<b>2,705</b>	<b>1,000</b>	<b>4,000</b>	<b>2,500</b>	<b>(1,500)</b>	<b>-38%</b>
<b>TOTAL ADMINISTRATION</b>	<b>652,022</b>	<b>679,466</b>	<b>791,046</b>	<b>845,298</b>	<b>54,252</b>	<b>7%</b>

## PUBLIC WORKS ENGINEERING

### DESCRIPTION

The Engineering Division is responsible for ensuring that City capital improvement projects and private projects comply with legal requirements and high standards of quality through development review and public works inspections.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	867,271	929,087	855,507	836,255	<b>(19,252)</b>	<b>-2%</b>
Maintenance & Operations	90,873	52,838	72,838	197,030	<b>124,192</b>	<b>171%</b>
Capital Outlay	-	-	-	41,500	<b>41,500</b>	<b>N/A</b>
<b>TOTAL</b>	<b>958,144</b>	<b>981,925</b>	<b>928,345</b>	<b>1,074,785</b>	<b>146,440</b>	<b>16%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	958,144	981,925	928,345	1,074,785	<b>146,440</b>	<b>16%</b>
<b>TOTAL</b>	<b>958,144</b>	<b>981,925</b>	<b>928,345</b>	<b>1,074,785</b>	<b>146,440</b>	<b>16%</b>

**PUBLIC WORKS  
ENGINEERING**

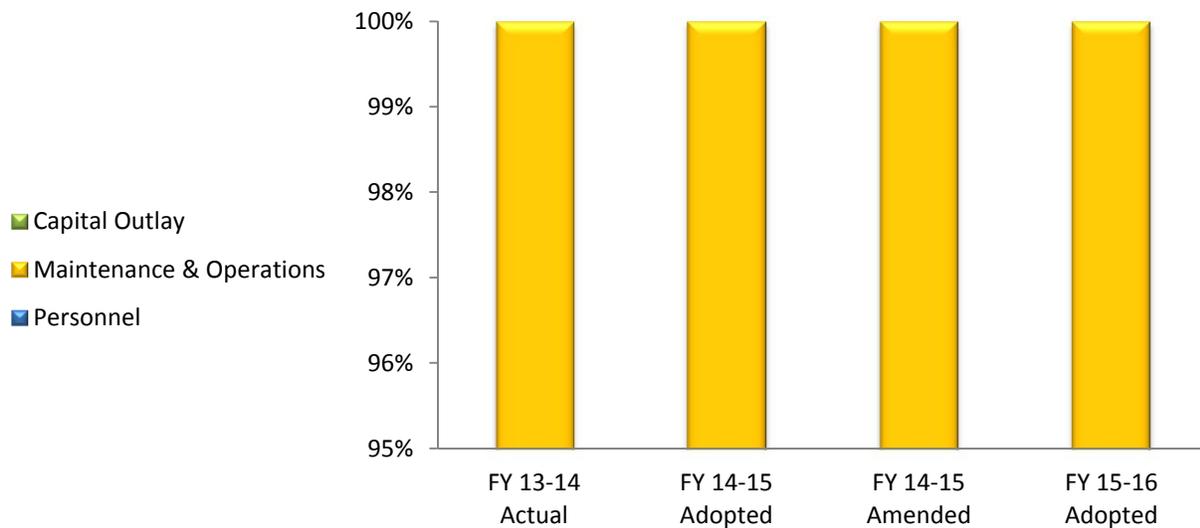
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	640,011	667,585	606,851	585,164	(21,687)	-4%
Salaries & Wages - Part-Time	20,099	30,000	30,000	30,160	160	1%
Salaries & Wages - Overtime	29,246	30,000	30,000	30,000	-	0%
Retirement	80,738	95,357	84,977	88,117	3,140	4%
Health & Life Insurance	73,107	82,206	79,740	81,732	1,992	2%
Disability Insurance	4,414	4,740	4,740	4,155	(585)	-12%
Workers' Compensation	9,609	8,649	8,649	7,570	(1,079)	-12%
Social Security	10,047	10,550	10,550	9,357	(1,193)	-11%
<b>TOTAL PERSONNEL</b>	<b>867,271</b>	<b>929,087</b>	<b>855,507</b>	<b>836,255</b>	<b>(19,252)</b>	<b>-2%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Computer Software	4,497	12,000	12,000	6,400	(5,600)	-47%
Computer Supplies	70	1,000	1,000	1,000	-	0%
Memberships & Dues	-	1,708	1,708	1,430	(278)	-16%
Training & Education	658	2,930	2,930	4,000	1,070	37%
Travel, Meetings, & Conferences	212	-	-	-	-	0%
Vehicle Replacement	36,402	-	-	-	-	0%
Civil Engineering	17,372	10,000	10,000	10,000	-	0%
Professional Services - Other	-	-	-	25,000	25,000	N/A
Public Works Inspections	-	-	20,000	20,000	-	0%
Traffic Engineering	30,576	24,000	24,000	128,000	104,000	433%
Underground Service Alert	1,086	1,200	1,200	1,200	-	0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>90,873</b>	<b>52,838</b>	<b>72,838</b>	<b>197,030</b>	<b>124,192</b>	<b>171%</b>
<b>CAPITAL OUTLAY</b>						
Traffic Equipment	-	-	-	41,500	41,500	N/A
<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>41,500</b>	<b>41,500</b>	<b>N/A</b>
<b>TOTAL ENGINEERING</b>	<b>958,144</b>	<b>981,925</b>	<b>928,345</b>	<b>1,074,785</b>	<b>146,440</b>	<b>16%</b>

## PUBLIC WORKS STREET MAINTENANCE

### DESCRIPTION

The Street Maintenance program is responsible for the ongoing maintenance of the streets and traffic signals in Laguna Niguel. These services are provided by Charles Abbott Associates and Computer Services Company.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	-	-	-	-	-	0%
Maintenance & Operations	2,023,311	2,020,895	2,020,895	2,006,890	(14,005)	-1%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>2,023,311</b>	<b>2,020,895</b>	<b>2,020,895</b>	<b>2,006,890</b>	<b>(14,005)</b>	<b>-1%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	479,376	467,890	467,890	529,267	61,377	13%
Gas Tax	1,513,005	1,513,005	1,513,005	1,433,623	(79,382)	-5%
Air Quality Management District	30,930	40,000	40,000	44,000	4,000	10%
<b>TOTAL</b>	<b>2,023,311</b>	<b>2,020,895</b>	<b>2,020,895</b>	<b>2,006,890</b>	<b>(14,005)</b>	<b>-1%</b>

**PUBLIC WORKS**  
**STREET MAINTENANCE**

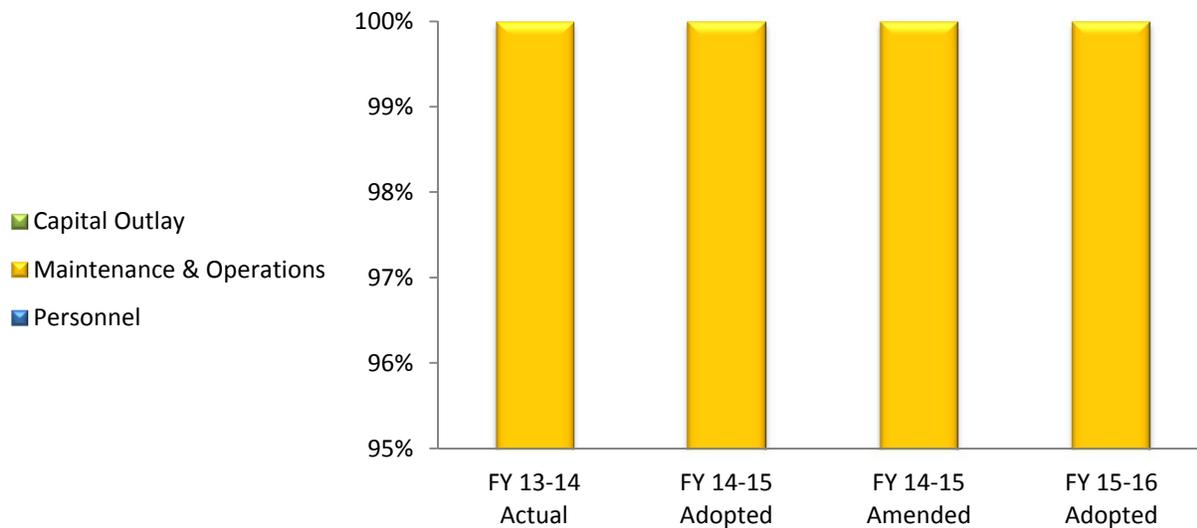
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINTENANCE &amp; OPERATIONS</b>						
Maintenance - Signals	274,082	225,000	225,000	275,000	50,000	22%
Maintenance - Streets	1,654,389	1,697,895	1,697,895	1,617,890	(80,005)	-5%
Traffic signals - Shared Costs	30,930	40,000	40,000	44,000	4,000	10%
Utilities - Traffic Signals	63,910	58,000	58,000	70,000	12,000	21%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>2,023,311</b>	<b>2,020,895</b>	<b>2,020,895</b>	<b>2,006,890</b>	<b>(14,005)</b>	<b>-1%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL STREET MAINTENANCE</b>	<b>2,023,311</b>	<b>2,020,895</b>	<b>2,020,895</b>	<b>2,006,890</b>	<b>(14,005)</b>	<b>-1%</b>

**PUBLIC WORKS  
STREET SWEEPING**

**DESCRIPTION**

The Street Sweeping program is responsible for the sweeping of all public residential streets and major arterials within the City boundaries. These services are provided by R.F. Dickson, a private contractor.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	-	-	-	-	-	0%
Maintenance & Operations	167,000	189,000	189,000	189,000	-	0%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>167,000</b>	<b>189,000</b>	<b>189,000</b>	<b>189,000</b>	-	0%



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	167,000	189,000	189,000	189,000	-	0%
<b>TOTAL</b>	<b>167,000</b>	<b>189,000</b>	<b>189,000</b>	<b>189,000</b>	-	0%

**PUBLIC WORKS**  
**STREET SWEEPING**

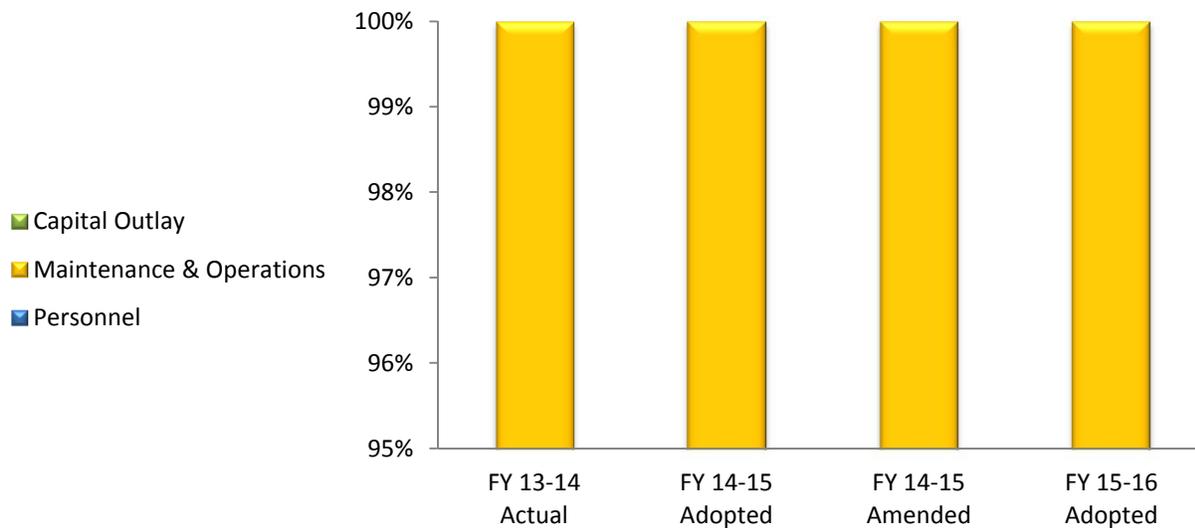
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)
<b>MAINTENANCE &amp; OPERATIONS</b>					
Maintenance - Street Sweeping	167,000	189,000	189,000	189,000	- 0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>167,000</b>	<b>189,000</b>	<b>189,000</b>	<b>189,000</b>	- 0%
<b>TOTAL CAPITAL OUTLAY</b>	-	-	-	-	- 0%
<b>TOTAL STREET SWEEPING</b>	<b>167,000</b>	<b>189,000</b>	<b>189,000</b>	<b>189,000</b>	- 0%

**PUBLIC WORKS  
STREET LIGHTING**

**DESCRIPTION**

The Street Lighting program is responsible for the lighting of all public residential streets and major arterials within the City boundaries. Expenditures consist of the utility charges for electricity billed by San Diego Gas and Electric and Southern California Edison.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	-	-	-	-	-	0%
Maintenance & Operations	619,784	546,000	546,000	680,000	134,000	25%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>619,784</b>	<b>546,000</b>	<b>546,000</b>	<b>680,000</b>	<b>134,000</b>	<b>25%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	619,784	546,000	546,000	680,000	134,000	25%
<b>TOTAL</b>	<b>619,784</b>	<b>546,000</b>	<b>546,000</b>	<b>680,000</b>	<b>134,000</b>	<b>25%</b>

**PUBLIC WORKS**  
**STREET LIGHTING**

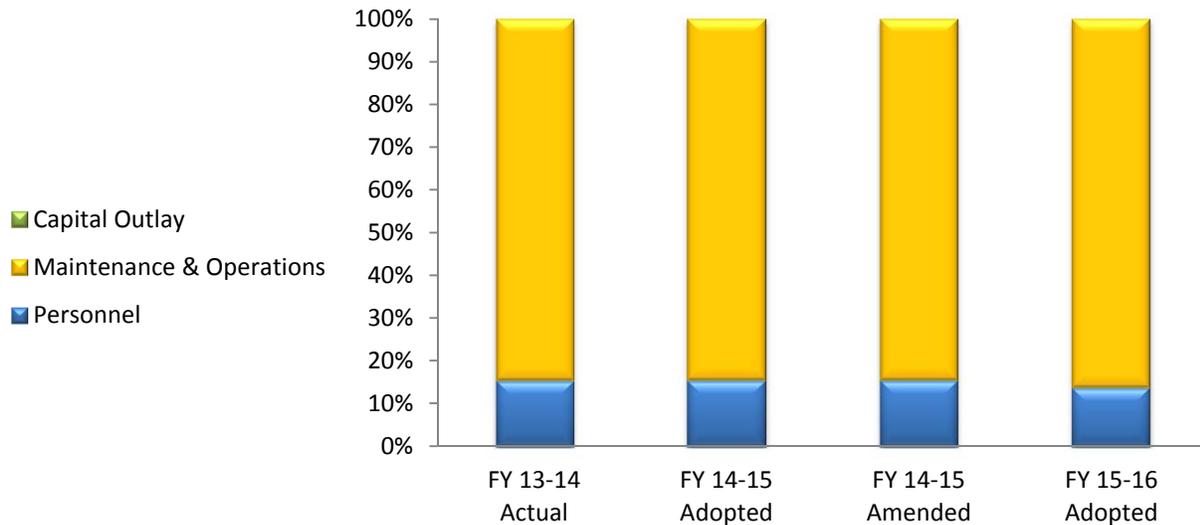
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINTENANCE &amp; OPERATIONS</b>						
Utilities - Street Lighting	619,784	546,000	546,000	680,000	<b>134,000</b>	<b>25%</b>
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>619,784</b>	<b>546,000</b>	<b>546,000</b>	<b>680,000</b>	<b>134,000</b>	<b>25%</b>
<b>TOTAL CAPITAL OUTLAY</b>	-	-	-	-	-	<b>0%</b>
<b>TOTAL STREET LIGHTING</b>	<b>619,784</b>	<b>546,000</b>	<b>546,000</b>	<b>680,000</b>	<b>134,000</b>	<b>25%</b>

**PUBLIC WORKS**  
**MEDIAN MAINTENANCE**

**DESCRIPTION**

The Median Maintenance program is responsible for the maintenance of all City owned medians.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	80,815	81,423	81,423	83,505	2,082	3%
Maintenance & Operations	439,709	441,495	441,495	520,321	78,826	18%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>520,524</b>	<b>522,918</b>	<b>522,918</b>	<b>603,826</b>	<b>80,908</b>	<b>15%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	520,524	522,918	522,918	603,826	80,908	15%
<b>TOTAL</b>	<b>520,524</b>	<b>522,918</b>	<b>522,918</b>	<b>603,826</b>	<b>80,908</b>	<b>15%</b>

**PUBLIC WORKS**  
**MEDIAN MAINTENANCE**

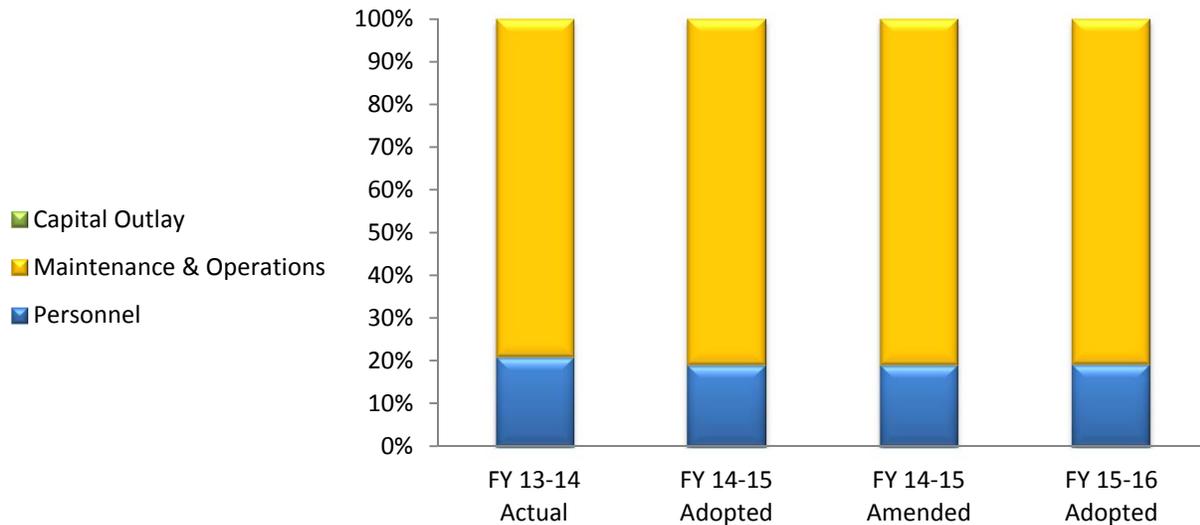
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	42,416	42,954	42,954	57,873	14,919	35%
Salaries & Wages - Limited Term	12,581	13,058	13,058	-	(13,058)	-100%
Salaries & Wages - Overtime	2,500	2,000	2,000	2,000	-	0%
Retirement	6,663	6,746	6,746	6,798	52	1%
Health & Life Insurance	12,812	12,906	12,906	12,969	63	0%
Disability Insurance	376	398	398	411	13	3%
Workers' Compensation	2,656	2,520	2,520	2,586	66	3%
Social Security	811	841	841	868	27	3%
<b>TOTAL PERSONNEL</b>	<b>80,815</b>	<b>81,423</b>	<b>81,423</b>	<b>83,505</b>	<b>2,082</b>	<b>3%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Holiday Lights	-	8,000	8,000	49,000	41,000	513%
Maintenance - Extra Work	81,726	65,771	65,771	65,771	-	0%
Maintenance - Landscape	159,527	193,127	193,127	193,127	-	0%
Tree Care and Maintenance	47,291	45,000	45,000	45,000	-	0%
Utilities - Electricity	20,882	16,000	16,000	21,000	5,000	31%
Utilities - Water	127,185	110,499	110,499	146,423	35,924	33%
Vehicle Replacement	3,098	3,098	3,098	-	(3,098)	-100%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>439,709</b>	<b>441,495</b>	<b>441,495</b>	<b>520,321</b>	<b>78,826</b>	<b>18%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL MEDIAN MAINTENANCE</b>	<b>520,524</b>	<b>522,918</b>	<b>522,918</b>	<b>603,826</b>	<b>80,908</b>	<b>15%</b>

**PUBLIC WORKS**  
**SLOPE MAINTENANCE**

**DESCRIPTION**

The Slope Maintenance program is responsible for the maintenance of all City owned slopes.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	79,981	80,665	80,665	82,747	2,082	3%
Maintenance & Operations	300,356	340,043	340,043	345,687	5,644	2%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>380,337</b>	<b>420,708</b>	<b>420,708</b>	<b>428,434</b>	<b>7,726</b>	<b>2%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	380,337	420,708	420,708	428,434	7,726	2%
<b>TOTAL</b>	<b>380,337</b>	<b>420,708</b>	<b>420,708</b>	<b>428,434</b>	<b>7,726</b>	<b>2%</b>

**PUBLIC WORKS**  
**SLOPE MAINTENANCE**

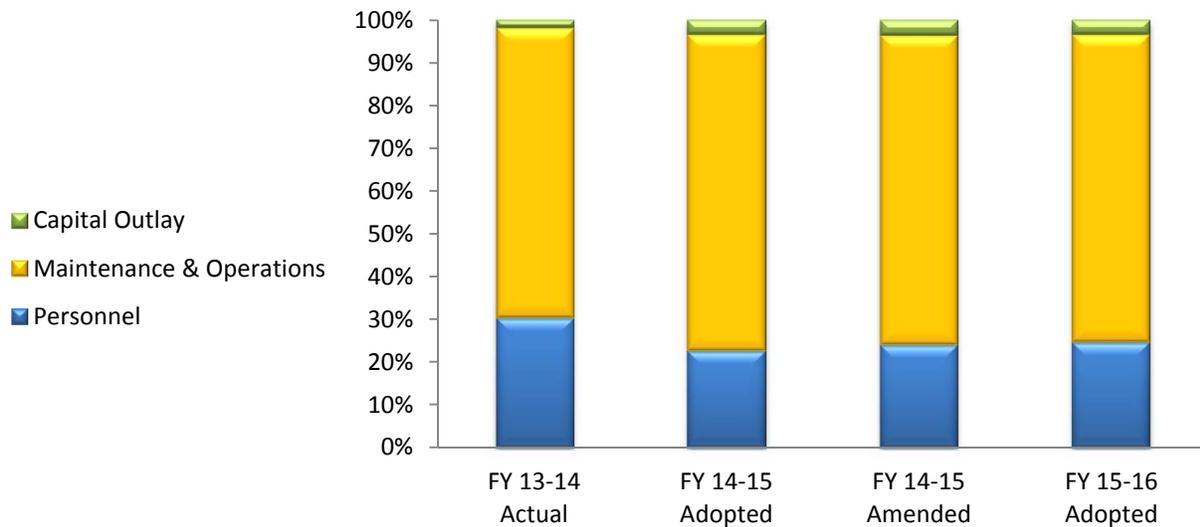
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	42,416	42,954	42,954	57,873	14,919	35%
Salaries & Wages - Limited Term	12,581	13,058	13,058	-	(13,058)	-100%
Salaries & Wages - Overtime	2,500	1,300	1,300	1,300	-	0%
Retirement	5,815	6,746	6,746	6,798	52	1%
Health & Life Insurance	12,837	12,906	12,906	12,969	63	0%
Disability Insurance	376	398	398	411	13	3%
Workers' Compensation	2,656	2,472	2,472	2,538	66	3%
Social Security	800	831	831	858	27	3%
<b>TOTAL PERSONNEL</b>	<b>79,981</b>	<b>80,665</b>	<b>80,665</b>	<b>82,747</b>	<b>2,082</b>	<b>3%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Maintenance - Extra Work	62,494	60,000	60,000	60,000	-	0%
Maintenance - Landscape	136,025	136,025	136,025	136,025	-	0%
Tree Care and Maintenance	2,486	45,000	45,000	45,000	-	0%
Utilities - Electricity	1,013	850	850	1,000	150	18%
Utilities - Water	23,385	22,000	22,000	27,494	5,494	25%
Vehicle Replacement	1,668	1,668	1,668	1,668	-	0%
Weed Abatement	73,285	74,500	74,500	74,500	-	0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>300,356</b>	<b>340,043</b>	<b>340,043</b>	<b>345,687</b>	<b>5,644</b>	<b>2%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL SLOPE MAINTENANCE</b>	<b>380,337</b>	<b>420,708</b>	<b>420,708</b>	<b>428,434</b>	<b>7,726</b>	<b>2%</b>

**PUBLIC WORKS**  
**STORM DRAIN/WATER QUALITY**

**DESCRIPTION**

The Storm Drain/Water Quality program is responsible for all activities required under the South Orange County National Pollutant Discharge Elimination System permit and water quality directives mandated by the San Diego Regional Water Quality Control Board.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	236,397	230,479	230,479	237,552	7,073	3%
Maintenance & Operations	527,470	747,439	689,439	689,205	(234)	0%
Capital Outlay	14,296	35,000	35,000	33,000	(2,000)	-6%
<b>TOTAL</b>	<b>778,163</b>	<b>1,012,918</b>	<b>954,918</b>	<b>959,757</b>	<b>4,839</b>	<b>1%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	778,163	1,012,918	954,918	959,757	4,839	1%
<b>TOTAL</b>	<b>778,163</b>	<b>1,012,918</b>	<b>954,918</b>	<b>959,757</b>	<b>4,839</b>	<b>1%</b>

**PUBLIC WORKS**  
**STORM DRAIN/WATER QUALITY**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	185,935	180,648	180,648	185,279	4,631	3%
Salaries & Wages - Overtime	3,559	3,000	3,000	3,000	-	0%
Retirement	22,727	25,296	25,296	27,305	2,009	8%
Health & Life Insurance	17,715	15,950	15,950	16,220	270	2%
Disability Insurance	1,252	1,283	1,283	1,315	32	2%
Workers' Compensation	2,467	1,639	1,639	1,703	64	4%
Social Security	2,742	2,663	2,663	2,730	67	3%
<b>TOTAL PERSONNEL</b>	<b>236,397</b>	<b>230,479</b>	<b>230,479</b>	<b>237,552</b>	<b>7,073</b>	<b>3%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Mitigation monitoring	49,500	40,000	25,000	25,000	-	0%
Maintenance - Catch Basin Screens	-	4,000	4,000	8,000	4,000	100%
Maintenance - Damage & Repair	1,380	30,000	30,000	30,000	-	0%
Maintenance - Extra Work	2,424	10,000	10,000	10,000	-	0%
Maintenance - Wetlands	90,734	115,000	115,000	115,000	-	0%
Public Education	2,000	15,000	15,000	15,000	-	0%
Storm Drain Maintenance	147,817	120,000	120,000	120,000	-	0%
Storm Drain Video Inspections	3,328	10,000	10,000	10,000	-	0%
Training & Education	112	-	-	-	-	0%
Travel, Meetings, & Conferences	2,810	5,000	5,000	5,000	-	0%
Vehicle Replacement	5,439	5,439	5,439	5,439	-	0%
Water Quality Testing	8,711	45,000	25,000	25,000	-	0%
Aliso Creek Monitoring Service	59,588	75,000	75,000	95,266	20,266	27%
Integrated Region Water Mgmt Plan	5,144	7,000	7,000	7,000	-	0%
National Pollution Elimination Sys.	118,934	185,000	185,000	205,000	20,000	11%
Professional Services - Other	26,386	6,000	6,000	6,000	-	0%
San Juan Creek Planning & Monitor	3,163	75,000	52,000	7,500	(44,500)	-86%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>527,470</b>	<b>747,439</b>	<b>689,439</b>	<b>689,205</b>	<b>(234)</b>	<b>0%</b>

**PUBLIC WORKS**  
**STORM DRAIN/WATER QUALITY**

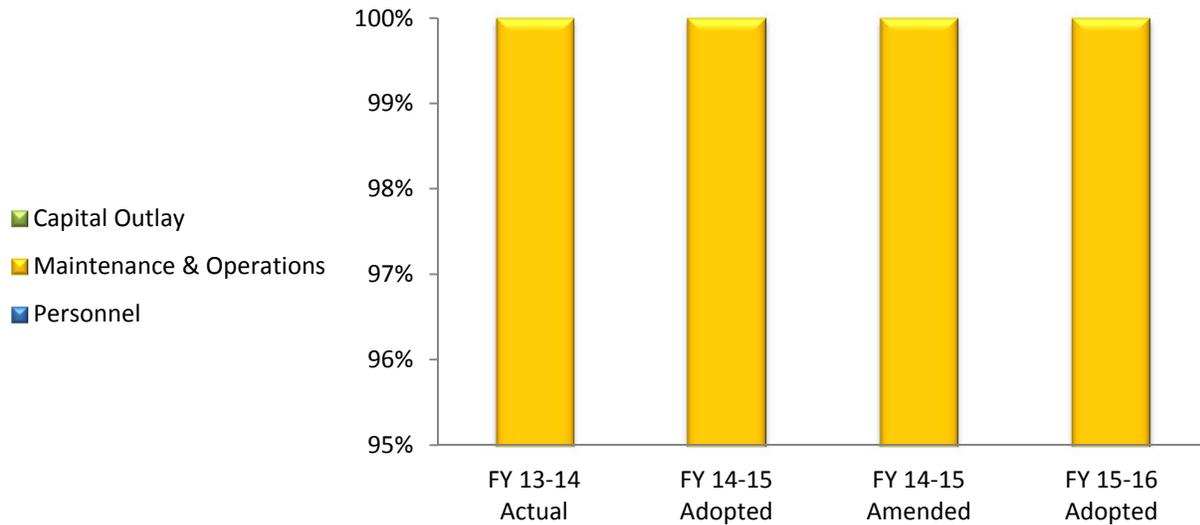
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)
<b>CAPITAL OUTLAY</b>					
Catch basin stenciling	13,065	12,000	12,000	12,000	- 0%
Gates and fencing	-	22,000	22,000	20,000	(2,000) -9%
Field equipment	1,231	1,000	1,000	1,000	- 0%
<b>TOTAL CAPITAL OUTLAY</b>	<b>14,296</b>	<b>35,000</b>	<b>35,000</b>	<b>33,000</b>	<b>(2,000) -6%</b>
<b>TOTAL STORM DRAIN/WATER</b>	<b>778,163</b>	<b>1,012,918</b>	<b>954,918</b>	<b>959,757</b>	<b>4,839 1%</b>

**PUBLIC WORKS  
METROLINK STATION**

**DESCRIPTION**

The Metrolink Station program provides for the ongoing maintenance and repair of the Metrolink Station.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	-	-	-	-	-	0%
Maintenance & Operations	81,758	109,019	109,019	83,325	(25,694)	-24%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>81,758</b>	<b>109,019</b>	<b>109,019</b>	<b>83,325</b>	<b>(25,694)</b>	<b>-24%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	46,758	74,019	74,019	50,094	(23,925)	-32%
Air Quality Management District	35,000	35,000	35,000	33,231	(1,769)	-5%
<b>TOTAL</b>	<b>81,758</b>	<b>109,019</b>	<b>109,019</b>	<b>83,325</b>	<b>(25,694)</b>	<b>-24%</b>

**PUBLIC WORKS**  
**METROLINK STATION**

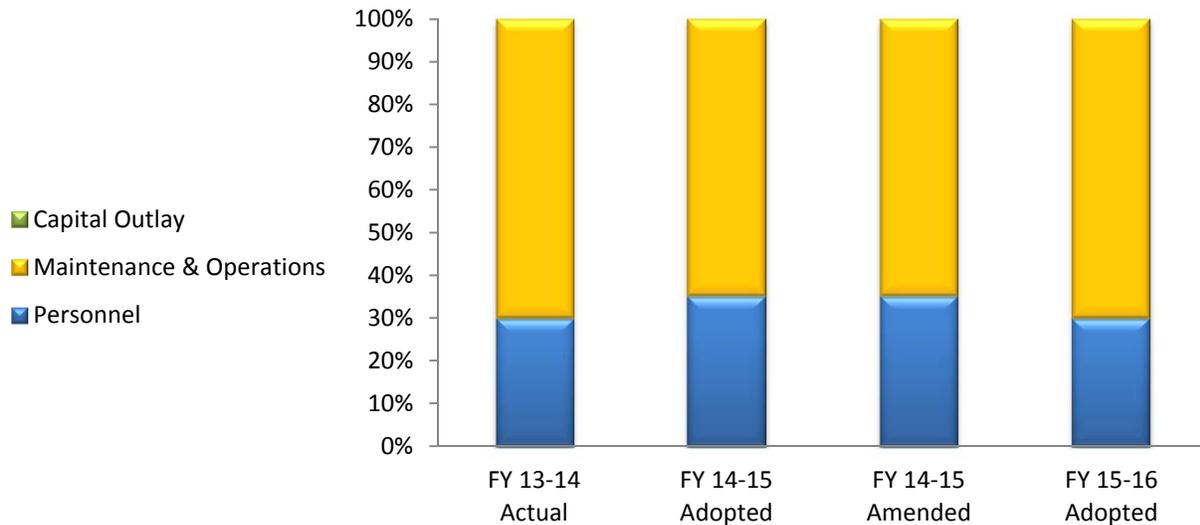
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINTENANCE &amp; OPERATIONS</b>						
Maintenance - Buildings/Structures	40,419	43,748	43,748	40,419	(3,329)	-8%
Maintenance - Extra Work	6,028	20,000	20,000	6,028	(13,972)	-70%
Maintenance - Landscape	5,630	8,771	8,771	5,630	(3,141)	-36%
Utilities - Electricity	27,259	32,500	32,500	27,259	(5,241)	-16%
Utilities - Water	2,422	4,000	4,000	3,989	(11)	0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>81,758</b>	<b>109,019</b>	<b>109,019</b>	<b>83,325</b>	<b>(25,694)</b>	<b>-24%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL METROLINK STATION</b>	<b>81,758</b>	<b>109,019</b>	<b>109,019</b>	<b>83,325</b>	<b>(25,694)</b>	<b>-24%</b>

**PUBLIC WORKS  
CITY HALL**

**DESCRIPTION**

The City Hall program provides for the ongoing maintenance and repair of City Hall.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	135,194	138,114	138,114	141,297	3,183	2%
Maintenance & Operations	314,737	253,583	253,583	329,007	75,424	30%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>449,931</b>	<b>391,697</b>	<b>391,697</b>	<b>470,304</b>	<b>78,607</b>	<b>20%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	449,931	391,697	391,697	470,304	78,607	20%
<b>TOTAL</b>	<b>449,931</b>	<b>391,697</b>	<b>391,697</b>	<b>470,304</b>	<b>78,607</b>	<b>20%</b>

**PUBLIC WORKS  
CITY HALL**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	97,446	97,801	97,801	99,748	1,947	2%
Salaries & Wages - Overtime	429	1,000	1,000	1,000	-	0%
Retirement	11,236	13,695	13,695	14,700	1,005	7%
Health & Life Insurance	16,695	16,674	16,674	16,800	126	1%
Disability Insurance	657	694	694	708	14	2%
Workers' Compensation	7,353	6,817	6,817	6,880	63	1%
Social Security	1,378	1,433	1,433	1,461	28	2%
<b>TOTAL PERSONNEL</b>	<b>135,194</b>	<b>138,114</b>	<b>138,114</b>	<b>141,297</b>	<b>3,183</b>	<b>2%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Computer Supplies	74	-	-	-	-	0%
Maintenance - Buildings/Structures	158,717	129,576	129,576	140,000	10,424	8%
Maintenance - Extra Work	48,560	10,932	10,932	10,932	-	0%
Maintenance - Landscape	9,024	29,075	29,075	29,075	-	0%
Utilities - Electricity	93,950	75,000	75,000	140,000	65,000	87%
Utilities - Natural Gas	148	4,500	4,500	4,500	-	0%
Utilities - Water	4,264	4,500	4,500	4,500	-	0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>314,737</b>	<b>253,583</b>	<b>253,583</b>	<b>329,007</b>	<b>75,424</b>	<b>30%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL CITY HALL</b>	<b>449,931</b>	<b>391,697</b>	<b>391,697</b>	<b>470,304</b>	<b>78,607</b>	<b>20%</b>

## **PARKS AND RECREATION**

### **DESCRIPTION**

The Parks and Recreation function offers residents a variety of recreational services and activities including aquatics, recreational programs, cultural arts, facilities for outdoor activities, facilities for senior citizen and community activities, and the senior transportation program.

### **GOALS AND OBJECTIVES**

- Continue to review Senior Center programs, facility uses, and sponsorship policy.
- Coordinate quarterly Youth Committee presentations to the City Council. (Q2 & Q3)
- Collaborate with Community Development and Public Works Departments on implementation of Tier 2 and 3 recreational improvements at Crown Valley Park. (Q1)
- Conduct Joint Meeting of Parks and Recreation Commission and Youth Committee. (Q2)
- Evaluate Revenue/Cost Ratio for operation of CVCP Pool and LN Skatepark. (Q2)
- Evaluate Revenue/Cost Ratio for operation of sports fields. (Q2)
- Update playground equipment replacement priority list. (Q2)
- Recruit for a Recreation Manager and continue to evaluate overall staffing needs. (Q4)
- Continue to evaluate park system and operations. (Q4)
- Conduct Joint Meeting of the City Council and Youth Committee. (Q4)
- Evaluate user fees for use of City sports fields and make recommendations for any revisions. (Q4)

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**PARKS AND RECREATION**  
**SUMMARY OF PERSONNEL**

---

**ADMINISTRATION**

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1.00	Parks and Recreation Director
1.00	Administrative Secretary
1.00	Recreation Clerk
<hr/>	
3.00	

**RECREATION**

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1.00	Recreation Manager
3.00	Recreation Supervisor
1.00	Recreation Coordinator
1.00	Maintenance Worker
<hr/>	
6.00	

**AQUATICS**

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1.00	Aquatics Supervisor
1.00	Head Lifeguard
<hr/>	
2.00	

**SKATEBOARD & SOCCER PARK**

---

1.00	Recreation Supervisor
<hr/>	
1.00	

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**PARKS AND RECREATION  
SUMMARY OF PERSONNEL**

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**SEA COUNTRY SENIOR CENTER**

1.00	Recreation Supervisor
1.00	Recreation Coordinator
1.00	Secretary
1.00	Maintenance Worker
<hr/>	
4.00	

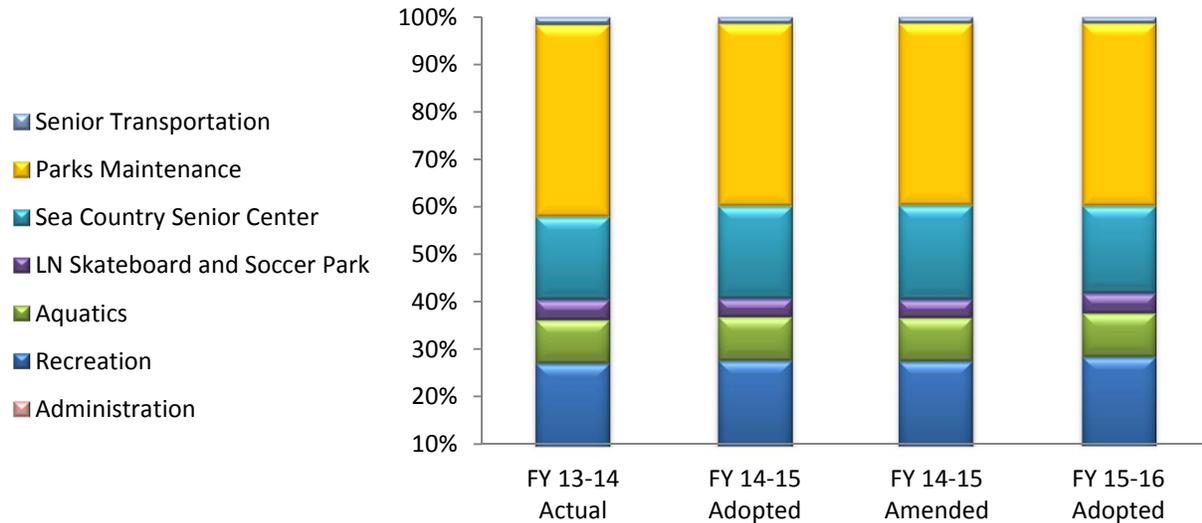
**PARKS MAINTENANCE**

0.50	Parks and Landscape Maintenance Superintendent
0.50	Building and Facilities Supervisor
1.00	Building and Facilities Specialist
1.00	Landscape Maintenance Inspector
<hr/>	
3.00	

**TOTAL PERSONNEL: 19.00**

## PARKS AND RECREATION APPROPRIATIONS BY PROGRAM

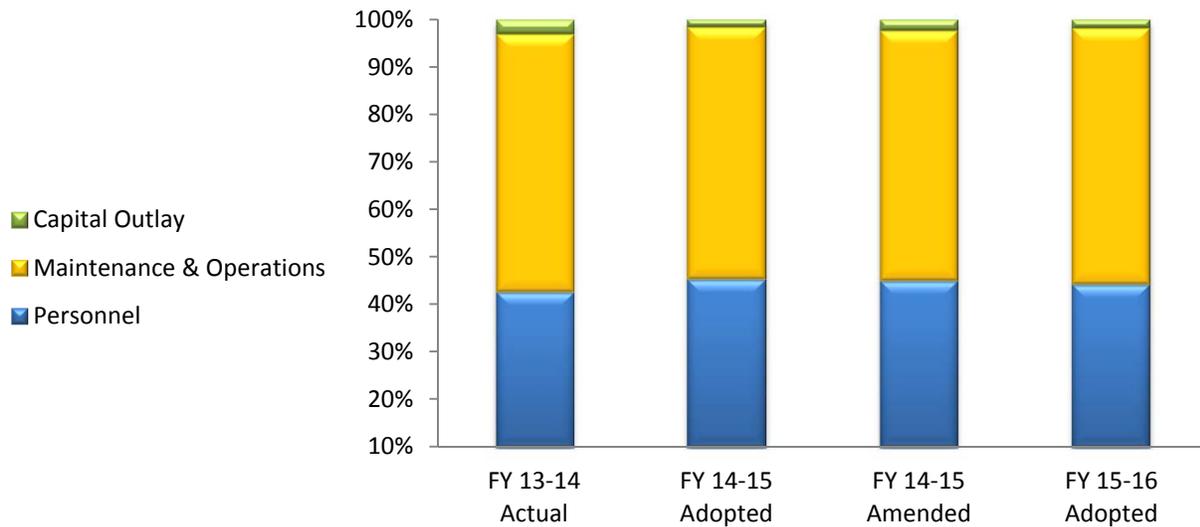
<i>Program</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Administration	344,081	510,852	510,852	462,423	<b>(48,429)</b>	<b>-9%</b>
Recreation	1,239,096	1,298,008	1,299,990	1,433,607	<b>133,617</b>	<b>10%</b>
Aquatics	533,370	603,799	603,799	616,082	<b>12,283</b>	<b>2%</b>
LN Skateboard and Soccer Park	246,004	247,617	250,660	277,930	<b>27,270</b>	<b>11%</b>
Sea Country Senior Center	1,015,311	1,266,085	1,304,071	1,227,678	<b>(76,393)</b>	<b>-6%</b>
Parks Maintenance	2,353,978	2,510,008	2,516,693	2,562,648	<b>45,955</b>	<b>2%</b>
Senior Transportation	92,146	85,708	85,708	86,631	<b>923</b>	<b>1%</b>
<b>TOTAL</b>	<b>5,823,986</b>	<b>6,522,077</b>	<b>6,571,773</b>	<b>6,666,999</b>	<b>95,226</b>	<b>1%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	5,757,729	6,455,820	6,505,516	6,594,771	<b>89,255</b>	<b>1%</b>
Senior Transportation	66,257	66,257	66,257	72,228	<b>5,971</b>	<b>9%</b>
<b>TOTAL</b>	<b>5,823,986</b>	<b>6,522,077</b>	<b>6,571,773</b>	<b>6,666,999</b>	<b>95,226</b>	<b>1%</b>

**PARKS AND RECREATION  
APPROPRIATIONS BY EXPENDITURE TYPE**

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	2,490,401	2,961,444	2,960,347	2,958,153	(2,194)	0%
Maintenance & Operations	3,155,379	3,455,011	3,456,986	3,586,360	129,374	4%
Capital Outlay	178,206	105,622	154,440	122,486	(31,954)	-21%
<b>TOTAL</b>	<b>5,823,986</b>	<b>6,522,077</b>	<b>6,571,773</b>	<b>6,666,999</b>	<b>95,226</b>	<b>1%</b>



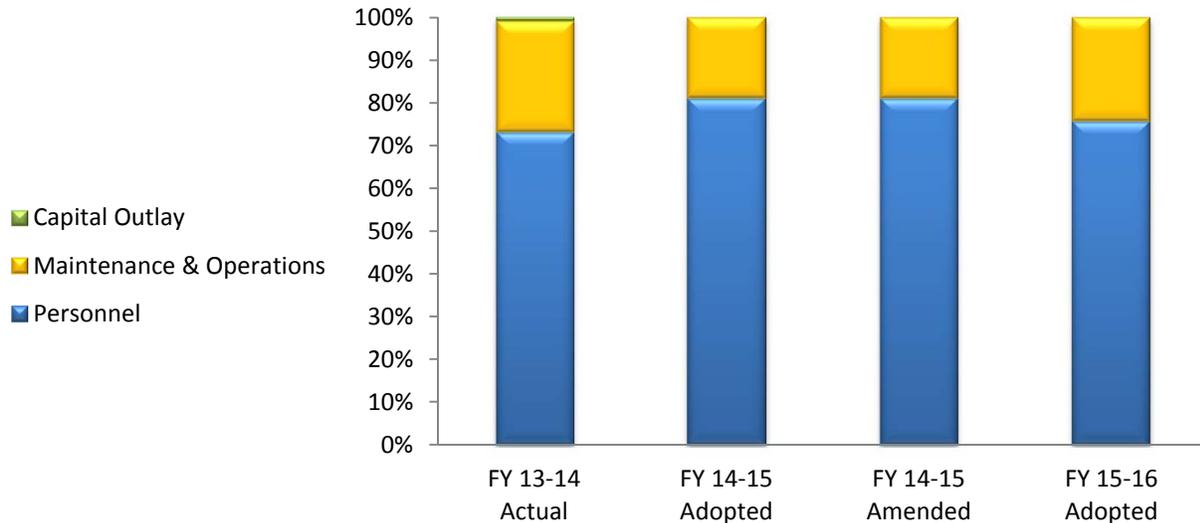
<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	5,757,729	6,455,820	6,505,516	6,594,771	89,255	1%
Senior Transportation	66,257	66,257	66,257	72,228	5,971	9%
<b>TOTAL</b>	<b>5,823,986</b>	<b>6,522,077</b>	<b>6,571,773</b>	<b>6,666,999</b>	<b>95,226</b>	<b>1%</b>

## PARKS AND RECREATION ADMINISTRATION

### DESCRIPTION

The Parks and Recreation Administration program provides coordination, direction, and support to all divisions of the Parks and Recreation Department.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	251,669	414,242	414,242	350,246	(63,996)	-15%
Maintenance & Operations	89,253	96,110	96,110	111,677	15,567	16%
Capital Outlay	3,159	500	500	500	-	0%
<b>TOTAL</b>	<b>344,081</b>	<b>510,852</b>	<b>510,852</b>	<b>462,423</b>	<b>(48,429)</b>	<b>-9%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	344,081	510,852	510,852	462,423	(48,429)	-9%
<b>TOTAL</b>	<b>344,081</b>	<b>510,852</b>	<b>510,852</b>	<b>462,423</b>	<b>(48,429)</b>	<b>-9%</b>

**PARKS AND RECREATION  
ADMINISTRATION**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	189,232	321,615	321,615	251,280	(70,335)	-22%
Salaries & Wages - Part-Time	7,870	10,000	10,000	10,000	-	0%
Salaries & Wages - Overtime	4,113	5,000	5,000	5,000	-	0%
Retirement	23,766	39,663	39,663	38,305	(1,358)	-3%
Health & Life Insurance	18,967	22,839	22,839	33,600	10,761	47%
Disability Insurance	1,303	2,283	2,283	1,784	(499)	-22%
Workers' Compensation	901	1,341	1,341	996	(345)	-26%
Social Security	3,317	5,501	5,501	4,481	(1,020)	-19%
Other Benefits	2,200	6,000	6,000	4,800	(1,200)	-20%
<b>TOTAL PERSONNEL</b>	<b>251,669</b>	<b>414,242</b>	<b>414,242</b>	<b>350,246</b>	<b>(63,996)</b>	<b>-15%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Building Supplies	3,675	3,500	4,000	4,000	-	0%
CUSD Homework Club	26,133	22,000	22,000	22,000	-	0%
Committee/Commission Stipends	1,150	1,500	1,500	1,500	-	0%
Communications	18,607	20,940	20,940	23,340	2,400	11%
Computer Software	-	500	500	500	-	0%
Computer Supplies	6	1,000	500	500	-	0%
First Aid Supplies	-	-	-	1,250	1,250	N/A
LN Youth Committee	8,544	10,000	10,000	10,000	-	0%
Lease - Equipment	7,519	2,000	2,000	2,000	-	0%
Maintenance - Equipment	2,566	500	500	6,900	6,400	1280%
Memberships & Dues	2,903	3,270	3,270	3,710	440	13%
Office Supplies	7,542	9,500	9,500	9,500	-	0%
Postage/Delivery	4,432	4,500	4,500	4,500	-	0%
Printing	1,205	1,500	1,500	1,500	-	0%
Recreational Supplies	6	-	-	-	-	0%

**PARKS AND RECREATION  
ADMINISTRATION**

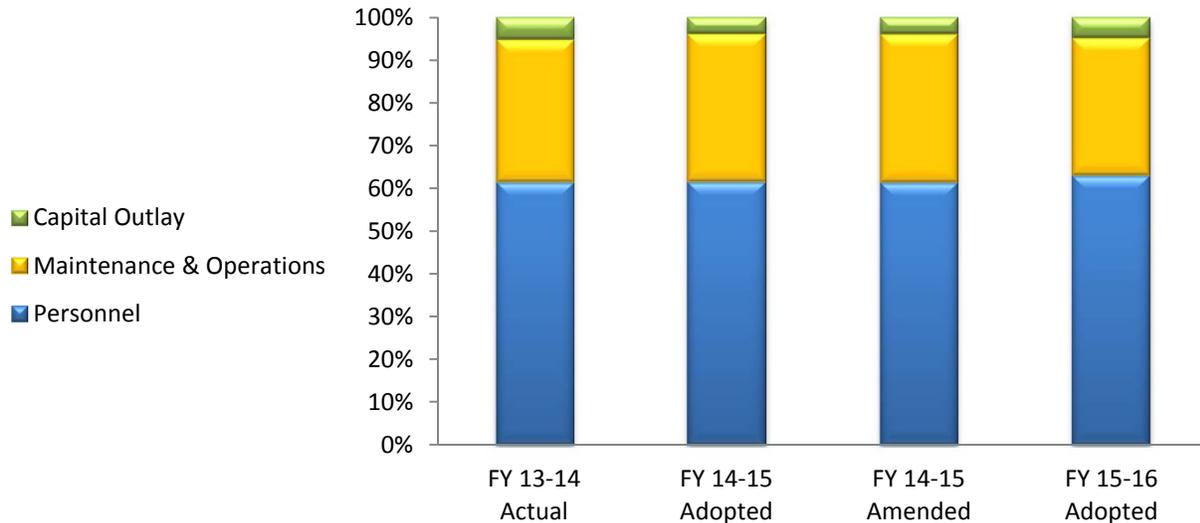
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINT &amp; OPERATIONS (Cont.)</b>						
Resource Materials	28	200	200	750	550	275%
Training & Education	-	-	-	330	330	N/A
Travel, Meetings, & Conferences	587	1,200	1,200	2,932	1,732	144%
Youth Sports Sponsorship	3,000	3,000	3,000	3,000	-	0%
After School Grant Program	-	10,000	10,000	10,000	-	0%
Committee/Commission Minutes	1,350	1,000	1,000	3,465	2,465	247%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>89,253</b>	<b>96,110</b>	<b>96,110</b>	<b>111,677</b>	<b>15,567</b>	<b>16%</b>
<b>CAPITAL OUTLAY</b>						
Furniture & Equipment < \$500	340	500	500	500	-	0%
Copiers/Printers/Scanners	2,819	-	-	-	-	0%
<b>TOTAL CAPITAL OUTLAY</b>	<b>3,159</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>0%</b>
<b>TOTAL ADMINISTRATION</b>	<b>344,081</b>	<b>510,852</b>	<b>510,852</b>	<b>462,423</b>	<b>(48,429)</b>	<b>-9%</b>

## PARKS AND RECREATION RECREATION PROGRAMS

### DESCRIPTION

The Parks and Recreation Recreational program provides the community with various classes, special events, and youth and teen programs.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	761,846	798,602	798,602	903,960	<b>105,358</b>	<b>13%</b>
Maintenance & Operations	412,808	449,206	449,606	459,917	<b>10,311</b>	<b>2%</b>
Capital Outlay	64,442	50,200	51,782	69,730	<b>17,948</b>	<b>35%</b>
<b>TOTAL</b>	<b>1,239,096</b>	<b>1,298,008</b>	<b>1,299,990</b>	<b>1,433,607</b>	<b>133,617</b>	<b>10%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	1,239,096	1,298,008	1,299,990	1,433,607	<b>133,617</b>	<b>10%</b>
<b>TOTAL</b>	<b>1,239,096</b>	<b>1,298,008</b>	<b>1,299,990</b>	<b>1,433,607</b>	<b>133,617</b>	<b>10%</b>

**PARKS AND RECREATION  
RECREATION PROGRAMS**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	368,900	390,663	390,663	458,612	67,949	17%
Salaries & Wages - Part-Time	209,657	215,937	215,937	220,431	4,494	2%
Salaries & Wages - Overtime	11,536	10,000	10,000	10,000	-	0%
Retirement	55,654	59,889	59,889	70,321	10,432	17%
Health & Life Insurance	89,493	88,704	88,704	107,748	19,044	21%
Disability Insurance	2,491	2,774	2,774	3,256	482	17%
Workers' Compensation	9,333	8,306	8,306	9,934	1,628	20%
Social Security	14,782	22,329	22,329	23,658	1,329	6%
<b>TOTAL PERSONNEL</b>	<b>761,846</b>	<b>798,602</b>	<b>798,602</b>	<b>903,960</b>	<b>105,358</b>	<b>13%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Athletic Facility Supplies	7,307	12,000	10,933	12,000	1,067	10%
Armored Car Service	2,557	3,000	3,000	3,000	-	0%
Bank/Credit Card/NSF Charges	2,423	2,000	2,000	2,500	500	25%
Clothing & Personnel Supplies	4,832	5,000	5,000	5,500	500	10%
Communications	3,052	2,000	2,000	2,000	-	0%
Computer Software	694	-	-	850	850	N/A
Computer Software Maint. Fees	3,848	6,000	6,000	6,000	-	0%
Cultural Arts	16,650	15,450	15,450	16,000	550	4%
Lease - El Lazo	10,873	10,224	11,291	11,364	73	1%
Memberships & Dues	1,410	1,590	1,590	1,380	(210)	-13%
Postage/Delivery	15,758	23,000	23,000	23,000	-	0%
Printing	78,714	84,265	84,265	84,270	5	0%
Promotional Sellable Items	17,944	24,725	24,725	30,075	5,350	22%
Public Education	200	-	-	-	-	0%
Recreation Programs	104,363	113,006	113,006	115,856	2,850	3%
Recreational Supplies	49,297	46,225	46,625	46,225	(400)	-1%

**PARKS AND RECREATION  
RECREATION PROGRAMS**

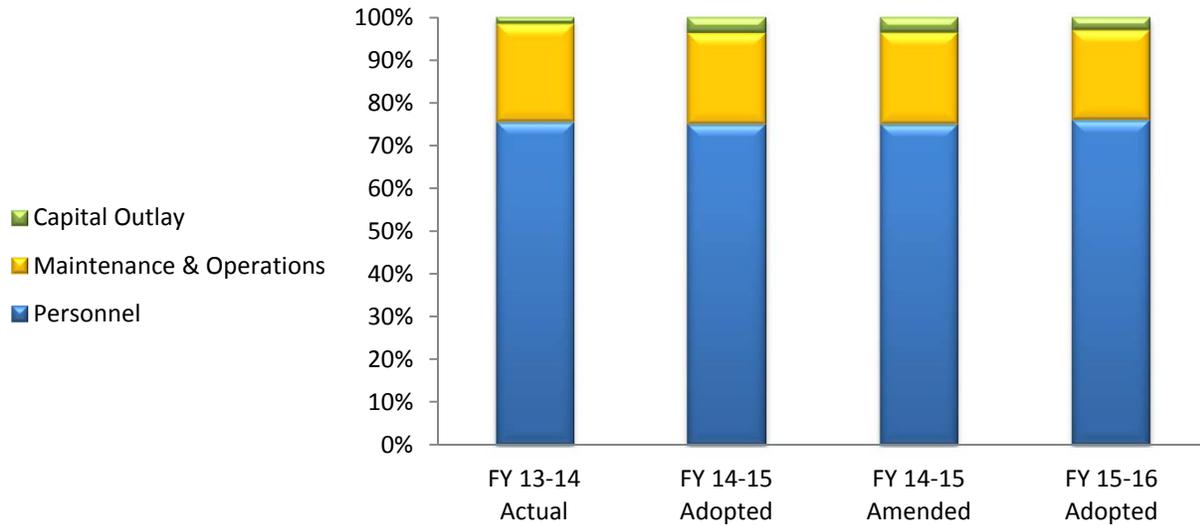
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINT &amp; OPERATIONS (Cont.)</b>						
Training & Education	40	-	-	-	-	0%
Travel, Meetings, & Conferences	11,281	10,721	10,721	9,897	(824)	-8%
Vehicle Replacement	5,253	-	-	-	-	0%
Instructors	76,312	90,000	90,000	90,000	-	0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>412,808</b>	<b>449,206</b>	<b>449,606</b>	<b>459,917</b>	<b>10,311</b>	<b>2%</b>
<b>CAPITAL OUTLAY</b>						
Furniture & Equipment < \$500	1,295	1,000	1,000	1,000	-	0%
Desktop/Laptop Computers	-	-	-	2,800	2,800	N/A
Office Furniture/Equipment	-	-	-	10,300	10,300	N/A
Park Equipment	16,885	4,800	1,757	9,800	8,043	458%
Phones	-	-	-	1,430	1,430	N/A
Storage Bins	555	3,000	7,625	3,000	(4,625)	-61%
Sport Field Equipment	45,707	41,400	41,400	41,400	-	0%
<b>TOTAL CAPITAL OUTLAY</b>	<b>64,442</b>	<b>50,200</b>	<b>51,782</b>	<b>69,730</b>	<b>17,948</b>	<b>35%</b>
<b>TOTAL RECREATION PROGRAMS</b>	<b>1,239,096</b>	<b>1,298,008</b>	<b>1,299,990</b>	<b>1,433,607</b>	<b>133,617</b>	<b>10%</b>

**PARKS AND RECREATION  
AQUATICS**

**DESCRIPTION**

The Parks and Recreation Aquatics administers all swimming pool activities and maintenance at Crown Valley Community Park.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	403,195	452,993	452,993	468,057	15,064	3%
Maintenance & Operations	122,372	128,684	129,184	129,525	341	0%
Capital Outlay	7,803	22,122	21,622	18,500	(3,122)	-14%
<b>TOTAL</b>	<b>533,370</b>	<b>603,799</b>	<b>603,799</b>	<b>616,082</b>	<b>12,283</b>	<b>2%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	533,370	603,799	603,799	616,082	12,283	2%
<b>TOTAL</b>	<b>533,370</b>	<b>603,799</b>	<b>603,799</b>	<b>616,082</b>	<b>12,283</b>	<b>2%</b>

**PARKS AND RECREATION  
AQUATICS**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	143,602	145,474	145,474	150,136	4,662	3%
Salaries & Wages - Part-Time	178,121	217,727	217,727	224,562	6,835	3%
Salaries & Wages - Overtime	1,719	3,000	3,000	3,000	-	0%
Retirement	20,338	25,598	25,598	27,846	2,248	9%
Health & Life Insurance	16,669	16,086	16,086	16,254	168	1%
Disability Insurance	978	1,033	1,033	1,066	33	3%
Workers' Compensation	27,280	25,266	25,266	25,794	528	2%
Social Security	14,488	18,809	18,809	19,399	590	3%
<b>TOTAL PERSONNEL</b>	<b>403,195</b>	<b>452,993</b>	<b>452,993</b>	<b>468,057</b>	<b>15,064</b>	<b>3%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Armored Car Service	2,557	3,000	3,000	3,000	-	0%
Building Supplies	173	-	-	-	-	0%
Clothing & Personnel Supplies	4,684	5,000	5,000	5,000	-	0%
Computer Software Maint. Fees	3,600	3,850	3,850	3,850	-	0%
Computer Supplies	-	1,000	1,000	1,000	-	0%
Deck and other equipment/supplies	1,261	8,000	8,000	8,000	-	0%
First Aid Supplies	1,069	1,500	1,500	1,500	-	0%
Maintenance - Equipment	149	-	-	-	-	0%
Memberships & Dues	344	400	400	400	-	0%
Office Supplies	2,685	2,200	2,200	2,200	-	0%
Postage/Delivery	-	500	500	500	-	0%
Printing	4,702	3,060	3,060	3,060	-	0%
Recreational Supplies	6,287	8,779	9,279	8,770	(509)	-5%
Red Cross Fees	1,201	4,690	4,690	4,690	-	0%
Resource Materials	-	1,000	1,000	1,000	-	0%

**PARKS AND RECREATION  
AQUATICS**

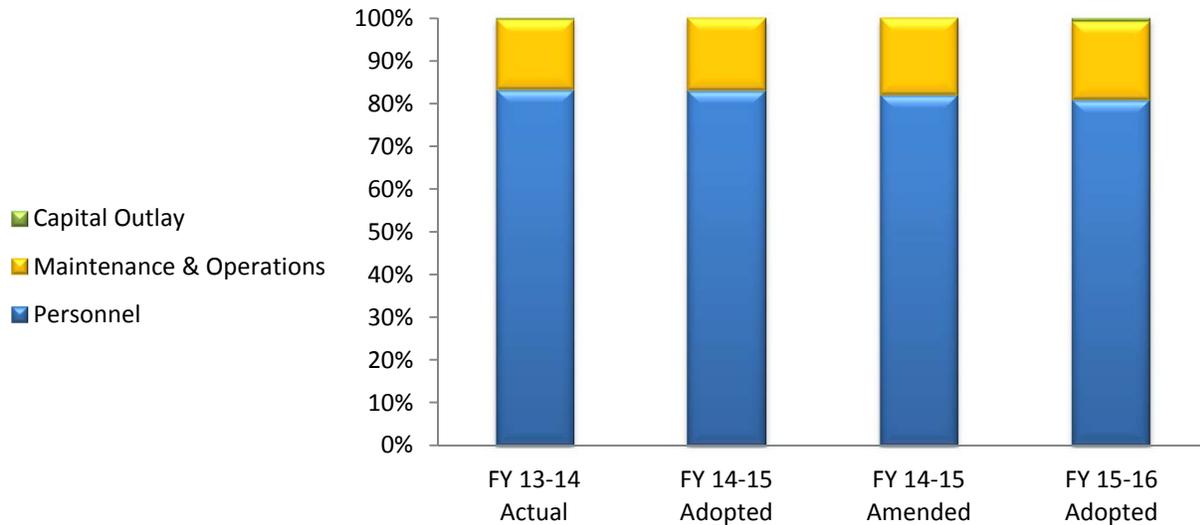
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINT &amp; OPERATIONS (Cont.)</b>						
Training & Education	1,314	2,850	2,850	2,850	-	0%
Travel, Meetings, & Conferences	3,717	2,855	2,855	3,705	850	30%
Utilities - Electricity	74,328	70,000	70,000	70,000	-	0%
Utilities - Natural Gas	14,301	10,000	10,000	10,000	-	0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>122,372</b>	<b>128,684</b>	<b>129,184</b>	<b>129,525</b>	<b>341</b>	<b>0%</b>
<b>CAPITAL OUTLAY</b>						
Furniture & Equipment < \$500	-	500	500	500	-	0%
Pool Equipment	7,803	21,622	21,122	18,000	(3,122)	-15%
<b>TOTAL CAPITAL OUTLAY</b>	<b>7,803</b>	<b>22,122</b>	<b>21,622</b>	<b>18,500</b>	<b>(3,122)</b>	<b>-14%</b>
<b>TOTAL AQUATICS</b>	<b>533,370</b>	<b>603,799</b>	<b>603,799</b>	<b>616,082</b>	<b>12,283</b>	<b>2%</b>

## PARKS AND RECREATION SKATEBOARD AND SOCCER PARK

### DESCRIPTION

The Laguna Niguel Skateboard and Soccer Park features a 20,000 square foot concrete skateboard park and a synthetic turf soccer field. Both parks provide year-round enjoyment for skateboard and soccer enthusiasts with state-of-the-art facilities.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	204,809	205,530	205,530	224,722	19,192	9%
Maintenance & Operations	40,423	42,087	45,130	51,208	6,078	13%
Capital Outlay	772	-	-	2,000	2,000	N/A
<b>TOTAL</b>	<b>246,004</b>	<b>247,617</b>	<b>250,660</b>	<b>277,930</b>	<b>27,270</b>	<b>11%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	246,004	247,617	250,660	277,930	27,270	11%
<b>TOTAL</b>	<b>246,004</b>	<b>247,617</b>	<b>250,660</b>	<b>277,930</b>	<b>27,270</b>	<b>11%</b>

**PARKS AND RECREATION  
SKATEBOARD AND SOCCER PARK**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	55,693	57,532	57,532	72,589	15,057	26%
Salaries & Wages - Part-Time	102,089	101,193	101,193	104,044	2,851	3%
Salaries & Wages - Overtime	630	2,000	2,000	1,000	(1,000)	-50%
Retirement	13,893	9,271	9,271	10,697	1,426	15%
Health & Life Insurance	18,421	18,540	18,540	18,624	84	0%
Disability Insurance	386	408	408	515	107	26%
Workers' Compensation	9,681	7,982	7,982	8,226	244	3%
Social Security	4,016	8,604	8,604	9,027	423	5%
<b>TOTAL PERSONNEL</b>	<b>204,809</b>	<b>205,530</b>	<b>205,530</b>	<b>224,722</b>	<b>19,192</b>	<b>9%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Armored Car Service	5,133	4,920	4,920	4,992	72	1%
Building Supplies	1,079	1,200	1,200	1,608	408	34%
Clothing & Personnel Supplies	1,999	1,950	1,950	1,950	-	0%
Communications	10,563	10,500	10,500	10,644	144	1%
Computer Software Maint. Fees	2,323	2,365	2,365	2,365	-	0%
Computer Supplies	981	1,500	1,500	1,500	-	0%
First Aid Supplies	-	-	-	2,000	2,000	N/A
Maintenance - Buildings/Structures	1,419	2,000	5,043	2,000	(3,043)	-60%
Maintenance - Equipment	-	500	500	500	-	0%
Memberships & Dues	-	350	350	350	-	0%
Office Supplies	1,220	2,000	2,000	2,000	-	0%
Postage/Delivery	-	-	-	720	720	N/A
Printing	346	1,500	1,500	1,000	(500)	-33%
Promotional	503	-	-	3,236	3,236	N/A
Recreational Programs	-	-	-	1,000	1,000	N/A
Recreational Supplies	9,897	7,400	7,400	9,400	2,000	27%

**PARKS AND RECREATION**  
**SKATEBOARD AND SOCCER PARK**

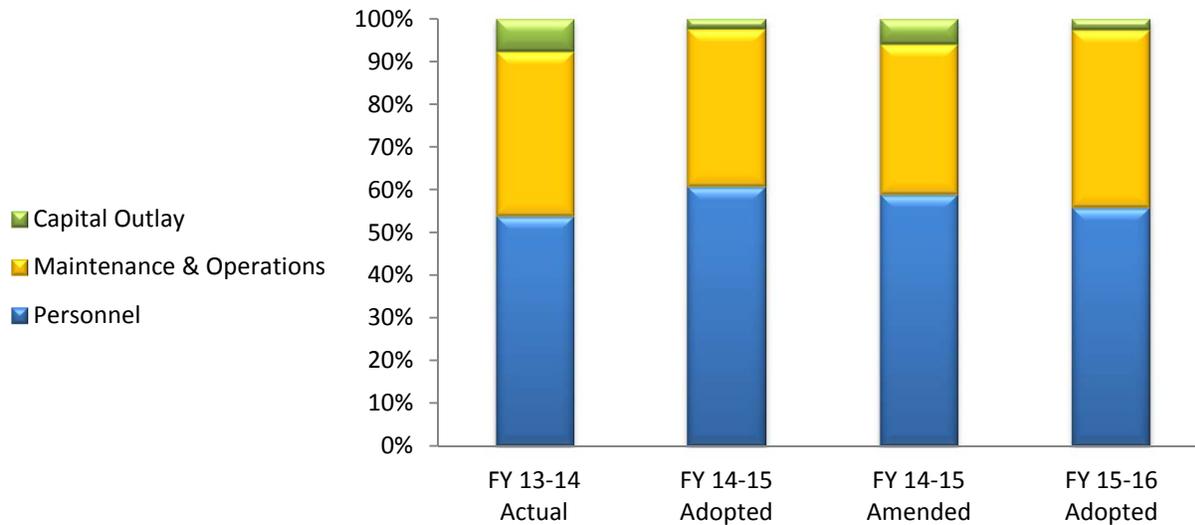
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINT &amp; OPERATIONS (Cont.)</b>						
Security Services	-	300	300	300	-	0%
Training & Education	277	420	420	370	(50)	-12%
Travel, Meetings, & Conferences	946	1,682	1,682	1,273	(409)	-24%
Utilities - Water	3,737	3,500	3,500	4,000	500	14%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>40,423</b>	<b>42,087</b>	<b>45,130</b>	<b>51,208</b>	<b>6,078</b>	<b>13%</b>
<b>CAPITAL OUTLAY</b>						
Furniture & Equipment < \$500	772	-	-	-	-	0%
Park Equipment	-	-	-	2,000	2,000	N/A
<b>TOTAL CAPITAL OUTLAY</b>	<b>772</b>	<b>-</b>	<b>-</b>	<b>2,000</b>	<b>2,000</b>	<b>N/A</b>
<b>TOTAL SKATEBOARD PARK</b>	<b>246,004</b>	<b>247,617</b>	<b>250,660</b>	<b>277,930</b>	<b>27,270</b>	<b>11%</b>

**PARKS AND RECREATION**  
**SEA COUNTRY SENIOR AND COMMUNITY CENTER**

**DESCRIPTION**

The Sea Country Senior and Community Center program accounts for all costs related to activities occurring at the 25,000 square foot multi-use facility. Dedicated as a senior center during weekday hours for the 50+ population, Sea Country also offers classes and events for the community, as scheduled, during weeknights and on weekend mornings.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	546,022	769,176	768,079	685,230	(82,849)	-11%
Maintenance & Operations	391,631	467,109	458,456	510,692	52,236	11%
Capital Outlay	77,658	29,800	77,536	31,756	(45,780)	-59%
<b>TOTAL</b>	<b>1,015,311</b>	<b>1,266,085</b>	<b>1,304,071</b>	<b>1,227,678</b>	<b>(76,393)</b>	<b>-6%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	1,015,311	1,266,085	1,304,071	1,227,678	(76,393)	-6%
<b>TOTAL</b>	<b>1,015,311</b>	<b>1,266,085</b>	<b>1,304,071</b>	<b>1,227,678</b>	<b>(76,393)</b>	<b>-6%</b>

**PARKS AND RECREATION**  
**SEA COUNTRY SENIOR AND COMMUNITY CENTER**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	257,919	323,648	323,648	259,242	(64,406)	-20%
Salaries & Wages - Part-Time	167,941	292,496	292,496	306,666	14,170	5%
Salaries & Wages - Overtime	9,523	8,000	8,000	1,000	(7,000)	-88%
Temporary Help	450	-	-	-	-	0%
Retirement	43,315	45,320	45,320	43,137	(2,183)	-5%
Health & Life Insurance	52,591	67,104	67,104	43,116	(23,988)	-36%
Disability Insurance	1,772	2,298	2,298	1,841	(457)	-20%
Workers' Compensation	3,297	3,125	3,125	2,864	(261)	-8%
Social Security	9,214	27,185	26,088	27,364	1,276	5%
<b>TOTAL PERSONNEL</b>	<b>546,022</b>	<b>769,176</b>	<b>768,079</b>	<b>685,230</b>	<b>(82,849)</b>	<b>-11%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Bank/Credit Card/NSF Charges	1,045	1,400	1,400	1,400	-	0%
Building Supplies	5,723	8,800	8,800	8,800	-	0%
Clothing & Personnel Supplies	2,662	4,500	4,500	4,500	-	0%
Communications	22,629	28,436	28,436	26,788	(1,648)	-6%
Computer Lab	-	2,000	2,000	2,000	-	0%
Computer Software Maint. Fees	2,113	3,500	3,500	3,500	-	0%
Computer Supplies	169	3,000	3,000	3,000	-	0%
First Aid Supplies	-	-	-	2,270	2,270	N/A
Honoraria/Cultural Arts Items	-	2,000	2,000	2,000	-	0%
Lease - Equipment	10,792	14,142	14,142	11,100	(3,042)	-22%
Maintenance - Buildings/Structures	103,521	130,384	118,067	130,384	12,317	10%
Maintenance - Equipment	1,640	8,000	8,000	8,000	-	0%
Maintenance - Extra Work	-	8,170	8,170	8,170	-	0%
Maintenance - Landscape	13,592	15,457	15,457	15,457	-	0%
Memberships & Dues	1,639	1,654	1,654	1,799	145	9%

**PARKS AND RECREATION**  
**SEA COUNTRY SENIOR AND COMMUNITY CENTER**

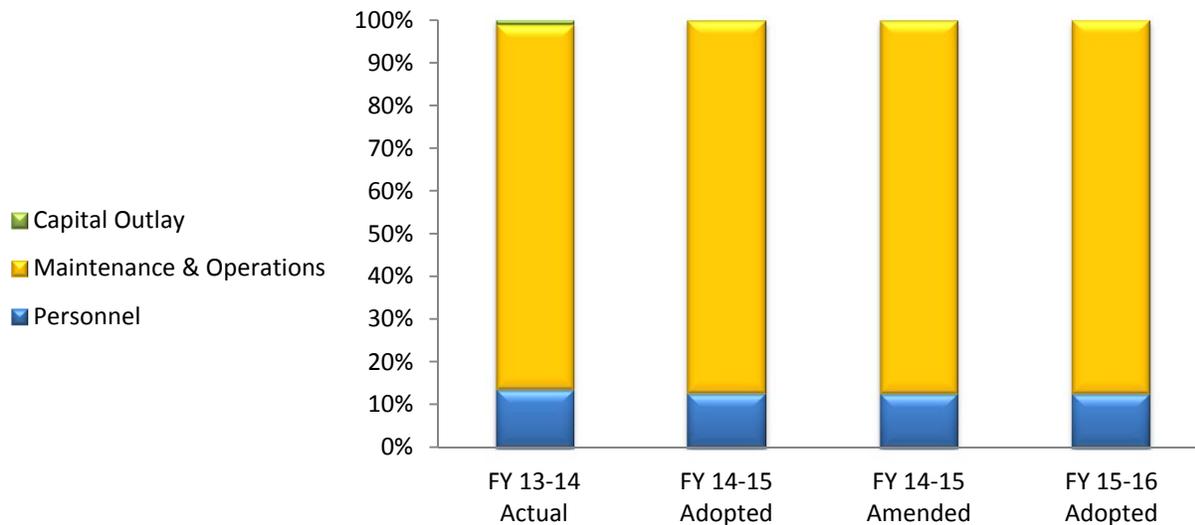
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINT &amp; OPERATIONS (Cont.)</b>						
Office Supplies	10,441	10,000	10,000	10,000	-	0%
Postage/Delivery	64	1,960	1,960	1,960	-	0%
Printing	16,127	17,000	17,000	17,000	-	0%
Promotional Sellable Items	832	2,400	2,400	2,400	-	0%
Recreation Programs	29,878	47,610	36,602	48,240	11,638	32%
Recreational Supplies	37,037	33,000	33,000	33,000	-	0%
Rental Patron Liability Insurance	427	3,936	-	3,936	3,936	N/A
Resource Materials	665	2,000	2,000	2,000	-	0%
Security Services	304	2,592	-	2,592	2,592	N/A
Training & Education	843	7,230	7,230	4,720	(2,510)	-35%
Travel, Meetings, & Conferences	16,423	6,988	6,988	12,834	5,846	84%
Utilities - Electricity	81,389	75,000	82,000	82,000	-	0%
Utilities - Natural Gas	4,054	5,000	5,000	5,000	-	0%
Utilities - Water	4,811	5,000	6,000	9,000	3,000	50%
Instructors	22,811	15,950	29,150	46,842	17,692	61%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>391,631</b>	<b>467,109</b>	<b>458,456</b>	<b>510,692</b>	<b>52,236</b>	<b>11%</b>
<b>CAPITAL OUTLAY</b>						
Desktop/Laptop Computers	-	3,000	3,000	3,000	-	0%
Exercise Equipment	-	-	12,000	-	(12,000)	-100%
Office Furniture/Equipment	77,658	26,800	62,536	28,756	(33,780)	-54%
<b>TOTAL CAPITAL OUTLAY</b>	<b>77,658</b>	<b>29,800</b>	<b>77,536</b>	<b>31,756</b>	<b>(45,780)</b>	<b>-59%</b>
<b>TOTAL SEA COUNTRY</b>	<b>1,015,311</b>	<b>1,266,085</b>	<b>1,304,071</b>	<b>1,227,678</b>	<b>(76,393)</b>	<b>-6%</b>

**PARKS AND RECREATION**  
**PARKS MAINTENANCE**

**DESCRIPTION**

The Parks Maintenance program provides for the ongoing maintenance and repair of Crown Valley Community Park, Chapparosa Park, La Paz Sports Park, Laguna Niguel Skateboard and Soccer Park, all neighborhood parks, and the maintenance of school sports fields.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	322,860	320,901	320,901	325,938	5,037	2%
Maintenance & Operations	2,006,746	2,186,107	2,192,792	2,236,710	43,918	2%
Capital Outlay	24,372	3,000	3,000	-	(3,000)	-100%
<b>TOTAL</b>	<b>2,353,978</b>	<b>2,510,008</b>	<b>2,516,693</b>	<b>2,562,648</b>	<b>45,955</b>	<b>2%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	2,353,978	2,510,008	2,516,693	2,562,648	45,955	2%
<b>TOTAL</b>	<b>2,353,978</b>	<b>2,510,008</b>	<b>2,516,693</b>	<b>2,562,648</b>	<b>45,955</b>	<b>2%</b>

**PARKS AND RECREATION**  
**PARKS MAINTENANCE**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>PERSONNEL</b>						
Salaries & Wages - Full-Time	191,022	193,750	193,750	223,453	29,703	15%
Salaries & Wages - Limited Term	25,163	26,116	26,116	-	(26,116)	-100%
Salaries & Wages - Overtime	19,896	12,000	12,000	12,000	-	0%
Retirement	25,620	28,593	28,593	29,578	985	3%
Health & Life Insurance	42,606	42,486	42,486	42,738	252	1%
Disability Insurance	1,477	1,561	1,561	1,587	26	2%
Workers' Compensation	13,639	13,033	13,033	13,168	135	1%
Social Security	3,437	3,362	3,362	3,414	52	2%
<b>TOTAL PERSONNEL</b>	<b>322,860</b>	<b>320,901</b>	<b>320,901</b>	<b>325,938</b>	<b>5,037</b>	<b>2%</b>
<b>MAINTENANCE &amp; OPERATIONS</b>						
Computer Software	-	3,000	3,000	3,000	-	0%
Maintenance - Brickdust	87,279	104,020	110,705	110,705	-	0%
Maintenance - Buildings/Structures	177,578	165,808	165,808	197,000	31,192	19%
Maintenance - Equipment	2,446	3,000	3,000	3,000	-	0%
Maintenance - Heat Exchange	1,600	5,400	5,400	5,400	-	0%
Maintenance - Sport Fields	13,293	30,000	30,000	30,000	-	0%
Maintenance - Swimming Pool	43,506	54,000	54,000	60,000	6,000	11%
Maintenance - Trees/Shrubs	62,802	50,000	50,000	50,000	-	0%
Memberships & Dues	170	1,660	1,660	1,490	(170)	-10%
Playgrounds/Parkland Inspections	21,894	60,000	60,000	60,000	-	0%
Training & Education	110	-	-	-	-	0%
Travel, Meetings, & Conferences	857	3,015	3,015	3,045	30	1%
Vehicle Maintenance	10,786	-	-	-	-	0%

**PARKS AND RECREATION**  
**PARKS MAINTENANCE**

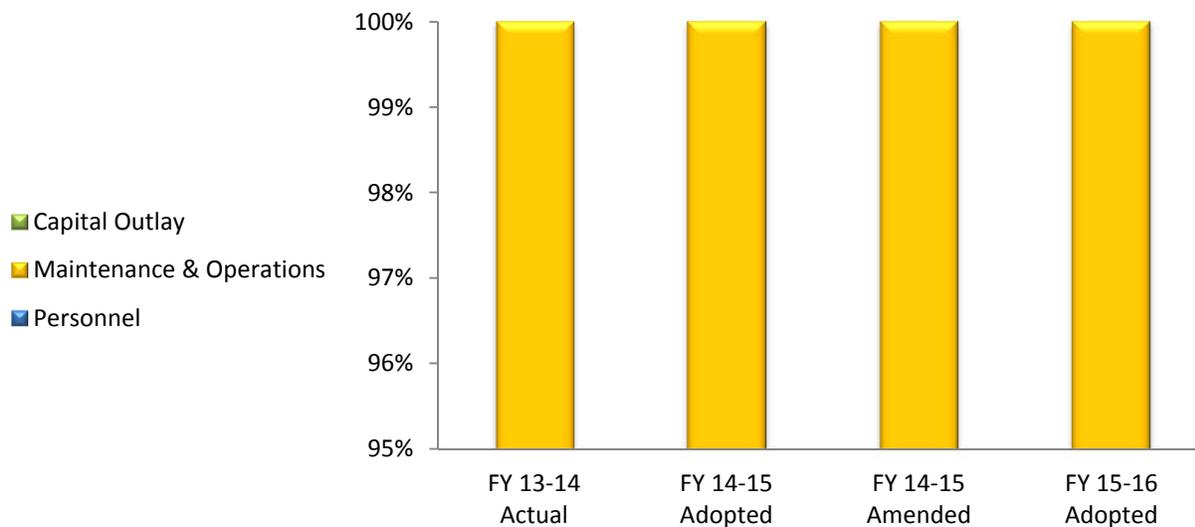
	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINT &amp; OPERATIONS (Cont.)</b>						
<b>Parks:</b>						
Maintenance - Extra Work	93,975	113,220	113,220	115,500	2,280	2%
Maintenance - Landscape	933,752	962,104	962,104	936,228	(25,876)	-3%
Utilities - Electricity	174,839	172,979	172,979	172,979	-	0%
Utilities - Natural Gas	9,592	8,700	8,700	10,000	1,300	15%
Utilities - Water	199,934	234,969	234,969	264,131	29,162	12%
<b>School Grounds:</b>						
Maintenance - Extra Work	32,169	65,000	65,000	65,000	-	0%
Maintenance - Landscape	116,132	116,132	116,132	116,132	-	0%
Utilities - Electricity	24,032	32,000	32,000	32,000	-	0%
Utilities - Water	-	1,100	1,100	1,100	-	0%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>2,006,746</b>	<b>2,186,107</b>	<b>2,192,792</b>	<b>2,236,710</b>	<b>43,918</b>	<b>2%</b>
<b>CAPITAL OUTLAY</b>						
Irrigation Controllers/Equipment	24,372	3,000	3,000	-	(3,000)	-100%
<b>TOTAL CAPITAL OUTLAY</b>	<b>24,372</b>	<b>3,000</b>	<b>3,000</b>	<b>-</b>	<b>(3,000)</b>	<b>-100%</b>
<b>TOTAL PARKS MAINTENANCE</b>	<b>2,353,978</b>	<b>2,510,008</b>	<b>2,516,693</b>	<b>2,562,648</b>	<b>45,955</b>	<b>2%</b>

## PARKS AND RECREATION SENIOR TRANSPORTATION

### DESCRIPTION

The Senior Transportation program accounts for the grant proceeds and outlays as designated in the Senior Mobility Program (SMP) grant. The Orange County Transportation Authority (OCTA) and participating cities contribute financially to the program. Funding for the SMP comes from Measure M, Orange County's local 1/2-cent transportation sales tax measure.

<i>Operating Expenses</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
Personnel	-	-	-	-	-	0%
Maintenance & Operations	92,146	85,708	85,708	86,631	923	1%
Capital Outlay	-	-	-	-	-	0%
<b>TOTAL</b>	<b>92,146</b>	<b>85,708</b>	<b>85,708</b>	<b>86,631</b>	<b>923</b>	<b>1%</b>



<i>Funding Sources</i>	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
General Fund	25,889	19,451	19,451	14,403	(5,048)	-26%
Senior Transportation	66,257	66,257	66,257	72,228	5,971	9%
<b>TOTAL</b>	<b>92,146</b>	<b>85,708</b>	<b>85,708</b>	<b>86,631</b>	<b>923</b>	<b>1%</b>

**PARKS AND RECREATION  
SENIOR TRANSPORTATION**

	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Amended	FY 15-16 Adopted	Increase/ (Decrease)	
<b>MAINTENANCE &amp; OPERATIONS</b>						
Public Service Organization Grants	92,146	85,708	85,708	86,631	923	1%
<b>TOTAL MAINT. &amp; OPERATIONS</b>	<b>92,146</b>	<b>85,708</b>	<b>85,708</b>	<b>86,631</b>	<b>923</b>	<b>1%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL SR. TRANSPORTATION</b>	<b>92,146</b>	<b>85,708</b>	<b>85,708</b>	<b>86,631</b>	<b>923</b>	<b>1%</b>

**CAPITAL IMPROVEMENT PROJECTS SUMMARY  
BY FUND/BY FUNCTION**

<i>Fund/Function</i>	FY 14-15 Est. Carryover	FY 15-16 Adopted
<b>FUNDING SOURCE:</b>		
General Fund	12,878,919	8,367,036
Gas Tax	-	-
Measure M	883,300	1,625,766
Streets and Roads	3,194,570	32,593
Community Development Block Grant	50,000	184,846
Miscellaneous Grants	2,416,886	922,500
<b>TOTAL</b>	<b>19,423,675</b>	<b>11,132,741</b>
<b>FUNCTION:</b>		
Chapparosa Park	41,631	189,000
Neighborhood Parks	121,771	2,094,833
Crown Valley Community Park	1,690,427	1,022,000
Sea Country Senior and Community Center	27,533	-
Trail Improvements	3,822,422	-
School Ground Improvements	62,898	258,254
Streets and Roads	13,585,337	7,365,629
Storm Drain Improvements	-	20,000
Miscellaneous	71,656	183,025
<b>TOTAL</b>	<b>19,423,675</b>	<b>11,132,741</b>
<b>GRAND TOTAL = 30,556,416</b>		

**CAPITAL IMPROVEMENT PROJECTS SUMMARY  
BY FUND/BY PROGRAM**

<i>Funding Source</i>	FY 14-15 Est. Carryover	FY 15-16 Adopted	Total Appropriation
<b>GENERAL FUND</b>			
Annual Ballfield Sod Replacement (Chapparosa Park)	-	70,000	70,000
Annual Park System Repairs/Replacements (Chapparosa Park)	41,631	65,000	106,631
Chapparosa Park Trail Improvements	-	54,000	54,000
Annual Brickdust Repairs/Replacements	-	50,000	50,000
Annual Park System Repairs/Replacements (Neighborhood Parks)	-	210,000	210,000
Annual Soccer Field Renovations (Neighborhood Parks)	6,162	268,000	274,162
Annual Synthetic Grass Repairs/Replacements	48,122	50,000	98,122
Annual Trail Repairs/Replacements	-	76,000	76,000
Painting at Various Parks	37,812	40,000	77,812
Various Domestic Water Irrigation POC Upgrades	-	18,500	18,500
Recycled Water Irrigation POC Upgrades	-	8,426	8,426
Skatepark Fencing	29,675	25,000	54,675
Skatepark Building Improvements	-	12,000	12,000
Bear Brand Synthetic Soccer Field Replacement	-	400,000	400,000
Bear Brand Park Playground Replacement	-	247,586	247,586
Clipper Cove Park Playground Replacement	-	373,740	373,740
Seminole Park Playground Replacement	-	239,527	239,527
Crown Valley Pool Diving Board Reconfiguration	-	22,054	22,054
Hidden Hills Park Shade Structures	-	54,000	54,000
Annual Park System Repairs/Replacements (Crown Valley Park)	-	100,000	100,000
Annual Pool Repairs	-	25,000	25,000
Annual Soccer Field Renovations (Crown Valley Park)	28,969	96,000	124,969
Annual YMCA Repairs/Replacements	5,000	50,000	55,000
Botanical Preserve Improvements	7,680	96,000	103,680
South Coast Watershed Center	176,816	25,000	201,816
CVCP Community Building	200,000	630,000	830,000
Sea Country Annual Repairs/Replacements	27,533	-	27,533
Picerne Park/Gateway Trail Loop	50,000	-	50,000
Oso Creek Multi-Use Trail	1,744,198	-	1,744,198

**CAPITAL IMPROVEMENT PROJECTS SUMMARY  
BY FUND/BY PROGRAM**

	FY 14-15 Est. Carryover	FY 15-16 Adopted	Total Appropriation
<b>GENERAL FUND (Cont.)</b>			
Annual Park System Repairs/Replacements (School Ground Imp.)	-	50,000	50,000
Annual Soccer Field Renovations (School Ground Imp.)	62,898	208,254	271,152
Annual Median Island Repairs/Replacements	9,067	85,000	94,067
Annual Utility Box Painting/Repairs	-	60,000	60,000
Annual Street Resurfacing Program	10,300,000	1,381,795	11,681,795
Annual Curb, Gutter, & Sidewalk Replacements	-	500,000	500,000
LN Gateway Specific Plan Improvements	-	477,379	477,379
Moulton/Golden Lantern Signal Synchronization	31,700	8,350	40,050
Illuminated Street Name Sign Replacement	-	129,000	129,000
Traffic Calming	-	70,000	70,000
Alicia Parkway Signal Synchronization	-	220,900	220,900
Crown Valley Median Improvements	-	625,000	625,000
Crown Valley Parkway Widening - Phase 3	-	643,500	643,500
Median Construction - Aliso Creek & La Paz	-	100,000	100,000
Illuminated Street Name Sign Panel Replacement	-	129,000	129,000
LED Signal Head Replacement	-	50,000	50,000
Aliso Creek Turf Removal and Renovation	-	80,000	80,000
Clubhouse Drive Median - Recycled Water	-	40,000	40,000
Catch Basin/Manhole Cover Improvements	-	20,000	20,000
800 MHz CCCS Next Generation	-	173,025	173,025
City Hall	71,656	10,000	81,656
<b>TOTAL GENERAL FUND</b>	<b>12,878,919</b>	<b>8,367,036</b>	<b>21,245,955</b>
<b>GAS TAX</b>			
Annual Street Resurfacing Program	-	-	-
<b>TOTAL GAS TAX</b>	<b>-</b>	<b>-</b>	<b>-</b>

**CAPITAL IMPROVEMENT PROJECTS SUMMARY  
BY FUND/BY PROGRAM**

	FY 14-15 Est. Carryover	FY 15-16 Adopted	Total Appropriation
<b>MEASURE M</b>			
Annual Street Resurfacing Program	-	1,625,766	1,625,766
Oso Creek Multi-Use Trail	883,300	-	883,300
<b>TOTAL MEASURE M</b>	<b>883,300</b>	<b>1,625,766</b>	<b>2,509,066</b>
<b>STREETS AND ROADS</b>			
Annual Street Resurfacing Program	3,194,570	32,593	3,227,163
<b>TOTAL STREETS AND ROADS</b>	<b>3,194,570</b>	<b>32,593</b>	<b>3,227,163</b>
<b>COMMUNITY DEVELOPMENT BLOCK GRANT</b>			
Annual Street Resurfacing Program	-	159,846	159,846
Pedestrian Pushbuttons	50,000	25,000	75,000
<b>TOTAL COMMUNITY DEVELOPMENT BLOCK GRANT</b>	<b>50,000</b>	<b>184,846</b>	<b>234,846</b>
<b>MISCELLANEOUS GRANTS</b>			
CVCP Channel Entry & Parking Improvements	1,271,962	-	1,271,962
Crown Valley Parkway Widening - Phase 3	-	922,500	922,500
Oso Creek Multi-Use Trail	1,144,924	-	1,144,924
<b>TOTAL MISCELLANEOUS GRANTS</b>	<b>2,416,886</b>	<b>922,500</b>	<b>3,339,386</b>
<b>GRAND TOTAL</b>	<b>19,423,675</b>	<b>11,132,741</b>	<b>30,556,416</b>

**CAPITAL IMPROVEMENT PROJECTS**  
**CHAPPAROSA PARK**

PROJECT	PROJECT DESCRIPTION	FY 15-16 Adopted
Annual Ballfield Sod Replacement	This annual appropriation is for sod replacement in areas impacted by use of the outfields for soccer play during the fall.	70,000
Annual Park System Repairs/Replacements	This annual appropriation is used for various repairs and improvements in the park including drainage improvements, concrete replacement, and irrigation installations and repairs.	65,000
Chapparosa Park Trail Improvements	This project will remove and replace compromised existing asphalt and concrete due to the construction work on the Salt Creek Trail. The project also includes the installation of an all-weather section of asphalt and concrete at the maintenance entrance to stabilize the trail allowing for City landscape vehicles to have safe access to the trail.	54,000

**CAPITAL IMPROVEMENT PROJECTS**  
**NEIGHBORHOOD PARKS**

PROJECT	PROJECT DESCRIPTION	FY 15-16 Adopted
Annual Brickdust Repairs/Replacements	This annual appropriation is for the refurbishment of brickdust at the City's various neighborhood baseball fields.	50,000
Annual Park System Repairs/Replacements	This annual appropriation is used for various repairs and improvements in the City's various neighborhood parks including drainage improvements, concrete replacement, and irrigation installations and repairs.	210,000
Annual Soccer Field Renovations	This annual appropriation is used to maintain the City's various soccer fields including aeration, seeding/overseeding, and fertilization of fields.	268,000
Annual Synthetic Grass Repairs/Replacements	This annual appropriation is used for various repairs and improvements related to the City's synthetic turf fields.	50,000
Annual Trail Repairs/Replacements	This annual appropriation is for the repair and replacement of various trail surfaces throughout the City.	76,000
Painting at Various Parks	This annual appropriation is for painting at the City's various neighborhood parks.	40,000
Various Domestic Water Irrigation POC Upgrades	This project will upgrade various City owned domestic water irrigation points of connection to reduce the City's consumption of water and decrease costs.	18,500
Recycled Water Irrigation POC Upgrades	This project will upgrade various City owned recycled water irrigation points of connection to reduce the City's consumption of recycled water and decrease costs.	8,426
Skatepark Fencing	This project will replace 500 linear feet of rusted fencing at Laguna Niguel Skateboard and Soccer Park.	25,000
Skatepark Building Improvements	This project will replace the non-slip surface on the second floor of the Laguna Niguel Skateboard and Soccer Park.	12,000

**CAPITAL IMPROVEMENT PROJECTS**  
**NEIGHBORHOOD PARKS**

PROJECT	PROJECT DESCRIPTION	FY 15-16 Adopted
Bear Brand Synthetic Soccer Field Replacement	This project will replace the existing synthetic soccer field turf installed in FY 2005-06.	400,000
Bear Brand Park Playground Replacement	This project includes the replacement of the playground equipment and 20 trash receptacles, as well as the installation of a rubberized surface, shade structure, and monument sign at Bear Brand Park.	247,586
Clipper Cove Park Playground Replacement	This project includes the replacement of the playground equipment and 8 trash receptacles, as well as the installation of a rubberized surface, shade structure, and monument sign at Clipper Cove Park.	373,740
Seminole Park Playground Replacement	This project includes the replacement of the playground equipment and 2 trash receptacles, as well as the installation of a rubberized surface, shade structure, and monument sign at Seminole Park.	239,527
Crown Valley Pool Diving Board Reconfiguration	This project includes the reconfiguration of the Crown Valley Pool diving area with the addition of two diving boards.	22,054
Hidden Hills Park Shade Structures	This project will replace two existing shade structures and add one additional shade structure over three existing unshaded picnic tables.	54,000

**CAPITAL IMPROVEMENT PROJECTS  
CROWN VALLEY COMMUNITY PARK**

PROJECT	PROJECT DESCRIPTION	FY 15-16 Adopted
Annual Park System Repairs/Replacements	This annual appropriation is used for various repairs and improvements in the park including drainage improvements, concrete replacement, and irrigation installations and repairs.	100,000
Annual Pool Repairs	This annual appropriation is for the maintenance and repair of the pool and its equipment. Public Works performs two (2) maintenance pool closures per fiscal year (June and December).	25,000
Annual Soccer Field Renovations	This annual appropriation is for the maintenance of the upper soccer field including aeration, seeding/overseeding, and fertilization.	96,000
Annual YMCA Repairs/Replacements	This annual appropriation is for the maintenance of the City owned YMCA building located at Crown Valley Community Park.	50,000
Botanical Preserve Improvements	This annual appropriation is for the maintenance and continuing improvements at the Botanical Preserve.	96,000
South Coast Watershed Center	This annual appropriation is for improvements related to the South Coast Watershed Center.	25,000
CVCP Community Building	This project will replace the existing 30-year old Community Building with a new 25,000 square foot building that includes additional public meeting rooms and ADA accessible public spaces.	630,000

**CAPITAL IMPROVEMENT PROJECTS**  
**SEA COUNTRY SENIOR AND COMMUNITY CENTER**

PROJECT	PROJECT DESCRIPTION	FY 15-16 Adopted
Sea Country Annual Repairs/Replacements	This annual appropriation is used for various repairs and improvements at Sea Country Senior and Community Center including drainage improvements, concrete replacement, and irrigation installations and repairs.	-

**CAPITAL IMPROVEMENT PROJECTS**  
**TRAIL IMPROVEMENTS**

<b>PROJECT</b>	<b>PROJECT DESCRIPTION</b>	<b>FY 15-16 Adopted</b>
Picerne Park/Gateway Trail Loop	This project will provide park space and trails in and around the northerly Gateway area.	-
Oso Creek Multi-Use Trail	This project will extend the Oso Creek Multi-Use Trail, provide recreational opportunities for the Gateway residents, and address water quality issues in this area.	-

**CAPITAL IMPROVEMENT PROJECTS**  
**SCHOOL GROUND IMPROVEMENTS**

<b>PROJECT</b>	<b>PROJECT DESCRIPTION</b>	<b>FY 15-16 Adopted</b>
Annual Park System Repairs/Replacements	This annual appropriation is used for various repairs and improvements at school sports fields including drainage improvements, concrete replacement, and irrigation installations and repairs.	50,000
Annual Soccer Field Renovations	This annual appropriation is used to maintain the City's various soccer fields including aeration, seeding/overseeding, and fertilization of fields.	208,254

**CAPITAL IMPROVEMENT PROJECTS**  
**STREETS AND ROADS**

PROJECT	PROJECT DESCRIPTION	FY 15-16 Adopted
Annual Median Island Repairs/Replacements	This annual appropriation is for the repair of damage to median island planters and to enhance planting materials where necessary.	85,000
Annual Utility Box Painting/Repairs	This annual appropriation is for the repair and painting of utility boxes.	60,000
Annual Street Resurfacing Program	This annual appropriation is for the City's street paving program that includes asphalt overlays, slurry sealing, and sub drains on various residential, collector, and arterial streets.	3,200,000
Annual Curb, Gutter, & Sidewalk Replacements	This annual appropriation will replace lifted sidewalks and construct missing ADA ramps throughout the City.	500,000
Pedestrian Pushbuttons	This project is for the installation of audible pedestrian pushbutton equipment at six (6) locations to assist the visually impaired in safely crossing the street.	25,000
LN Gateway Specific Plan Improvements	This project is for Gateway Specific Plan signage improvements including a Crown Valley Parkway median monument and corner monument at State Route 73, a pylon at the Allen Cadillac dealership, and Gateway Wayfinding Signage.	477,379
Moulton/Golden Lantern Signal Synchronization	This project will synchronize the signals on Moulton Parkway/Golden Lantern from Camino del Avion to Lake Forest Drive (Laguna Niguel to Laguna Woods). Improvements will include new hardware upgrades, signal timing adjustments, and software licenses.	8,350
Illuminated Street Name Sign Replacement	This project will replace 430 illuminated street signs hanging from various traffic signals.	129,000
Traffic Calming	This project will fund the study and implementation of neighborhood traffic calming. Improvements will be made in coordination with the City's Traffic Commission.	70,000
Alicia Parkway Signal Synchronization	This project will synchronize the signals on Alicia Parkway from Crown Valley Parkway to Rustic Oak (Laguna Niguel to Mission Viejo). Improvements will include new hardware upgrades, signal timing adjustments, and software licenses.	220,900

**CAPITAL IMPROVEMENT PROJECTS**  
**STREETS AND ROADS**

PROJECT	PROJECT DESCRIPTION	FY 15-16 Adopted
Crown Valley Median Improvements	This project is for the installation of monument signs at 13 intersections along Crown Valley Parkway.	625,000
Crown Valley Parkway Widening - Phase 3	This project will add an additional fourth westbound lane on Crown Valley Parkway from the I-5 southbound off-ramp to the Oso Creek Bridge.	1,566,000
Median Construction - Aliso Creek & La Paz	This project will construct medians and entry monuments on Aliso Creek Road from Alicia Parkway to Dorine Road and on La Paz Road from Aliso Creek Road to Avila Road.	100,000
Illuminated Street Name Sign Panel Replacement	This project will replace 430 old illuminated street name signs hanging from each mast arm of the City's traffic signals. The new City standard will continue to be white lettering on green background, but will now include the City's name at the bottom of the panel.	129,000
LED Signal Head Replacement	This project will replace the red and green traffic signal indicators that have exceeded their estimated useful lives.	50,000
Aliso Creek Turf Removal and Renovation	This project will replace the existing turf and irrigation system along the Aliso Creek median between La Paz Road and Hibiscus Drive with drought tolerant plants and a drip irrigation system.	80,000
Clubhouse Drive Median - Recycled Water	This project is for the installation of a recycled water line to irrigate the Clubhouse Drive median near El Niguel Country Club.	40,000

**CAPITAL IMPROVEMENT PROJECTS**  
**STORM DRAIN IMPROVEMENTS**

PROJECT	PROJECT DESCRIPTION	FY 15-16 Adopted
Catch Basin/Manhole Cover Improvements	This project will replace the square manhole lids on some of its catch basins, which tend to rise on the corners over time, with round standard manhole covers. The work will involve the removal and replacement of portions of concrete sidewalk panels and possibly portions of curb and gutter.	20,000

**CAPITAL IMPROVEMENT PROJECTS**  
**MISCELLANEOUS**

PROJECT	PROJECT DESCRIPTION	FY 15-16 Adopted
800 MHz CCCS Next Generation	This project will upgrade the antiquated 800 MHz Countywide Coordinated Communications System (CCCS) with a 700 MHz - P25 compliant system over the next four fiscal years.	173,025
City Hall	This project will fund security enhancements in and around the City Hall complex.	10,000